

AGENDA

ALABAMA COMMISSION ON HIGHER EDUCATION

RSA Union Building
Ninth Floor, PSC Hearing Room
Montgomery, Alabama

June 25, 2004

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The next meeting is scheduled for September 24, 2004

MINUTES

ALABAMA COMMISSION ON HIGHER EDUCATION

March 12, 2004

I. Call to Order

The Alabama Commission on Higher Education met in regular session on Friday, March 12, 2004, in the PSC Hearing Room, RSA Union Building, Montgomery, Alabama. Chairman Pugh called the meeting to order at 9:00 a.m.

II. Roll Call of Members and Determination of Quorum

Members present: Bettye Fine Collins, Tom Davis, Joseph Lowman, James Allen Main, Johnnie J. McDougald, Danny Patterson, Trip Pittman, Roland Pugh, Steve Shaw, Roberta Watts, and Ron Wise. Members absent: J. R. Brooks. A quorum was declared present.

III. Approval of Agenda

RESOLVED: Mr. Patterson made a motion to approve the agenda. Mrs. Collins seconded the motion, and the agenda was approved.

IV. Consideration of Minutes

RESOLVED: Mrs. McDougald made a motion to approve the minutes of the December 5, 2003 Commission meeting as written. Mr. Wise seconded the motion, and the minutes were approved.

V. Chairman's Report

Mr. Pugh thanked the presidents, the legislators, Governor Riley's Education Spending Commission, Dr. Mike Malone, Dr. Roy Johnson, and Mr. Johnny Crawford for all their efforts in giving taxpayers a better understanding of higher education and accountability in higher education. He thanked Dr. Malone for improving the visibility of the Commission. Mr. Pugh stated that the legislators and presidents have a better understanding of what the Commission is trying to accomplish due to the efforts of Dr. Malone and his staff. He thanked Mr. Tim Vick for downsizing the space of the Commission, Ms. Susan Cagle for her efforts regarding the unified budget recommendation, Ms. Margaret Gunter for her presentations to various groups on higher education, and Mrs. Brenda Carter for her work in the Academic Affairs Department.

He then recognized the attendance of Dr. William Meehan, President, Jacksonville State University, Dr. Robert Potts, President, University of North Alabama, and Dr. Devon Stephenson, President, Snead State Community College.

President Potts thanked the members of the Commission for their public service and introduced Dr. Roosevelt Newton, the new provost and vice president for academic affairs at the University of North Alabama. He also introduced Dr. Birdie Bailey, Dean of Nursing and Professor of Nursing, Dr. Teresa Leonard.

VI. Executive Director's Report

Dr. Malone thanked Mr. Pugh for his remarks. He then referenced some writings by Gail Sheehy concerning the psychology and sociology of aging (i.e., "passages"). He related her observations on maturation and development to complex organizations such as ACHE. He reiterated that at the Tuscaloosa meeting there was 100 percent attendance of the Commissioners. Dr. Malone referenced the comings and going of staff which led to

streamlining of the organization structure. He mentioned that Kitty Collier, Bob LaCour, Janis Lowther, Linda Thierfelder, Bill Wall, and Sandy Woodley had retired or transferred during his time with the Commission. Dr. Malone stated that the Commission was being rebuilt with more information and technology-oriented personnel. He recognized Ms. Ellen Haulman who has come out of semi-retirement to help us in the program area as it relates to post-implementation conditions, and Ms. Veronica Harris, now taking over the responsibilities of accounting since Mr. LaCour's retirement and that she has also inherited part of Dr. Wall's student assistance responsibilities. Dr. Malone stated that Mr. Tim Vick will assume the responsibilities of personnel. He then introduced Mr. Jesse Keller, who has a Bachelor of Science in Information Systems Management and will report to Diane Sherman, director of Institutional Research. Dr. Malone further thanked Tom Spencer, reporter, Birmingham News, and Kevin Garrison, fiscal analyst, in the Department of Finance, Governor's Office with their efforts with regard to HB 315/SB 295.

VII. Discussion Items

A. Celebrating Innovation in Sharing Academic Library Resources

Dr. Sue Medina, Director of the Network of Alabama Academic Libraries, stated that this year NAAL is celebrating 20 years since its initial funding in 1984. In creating NAAL, the Alabama legislature encouraged statewide cooperation to strengthen information resources available for graduate instruction and research. This initial appropriation offered the higher education community a new model to share available library resources and to cooperatively strengthen library and information resources needed by students, faculty, and other researchers regardless of their collegial affiliation. By working together, each member institution has significantly improved the quality and quantity of information that its own students need for study and research. Dr. Medina reminded the Commission that NAAL conceived the Alabama Virtual Library. She noted that everyone was very pleased last fall when Governor Bob Riley hosted Governor Byrd from West Virginia, who as chairman of the Southern Governor's Conference, wanted to learn more about the Alabama Virtual Library (AVL). Students from a middle school in Montgomery demonstrated the AVL to the Governors. Dr. Medina noted that NAAL's most successful program is the financial savings realized by sharing online databases. She noted that by subscribing and paying as a consortium, NAAL members are able to negotiate significant discounted costs for their databases. One example, Science Direct, includes nearly 1800 titles published by the world's largest publisher of science, technical, and medical journals. She stated it would cost \$3.5 million a year for a single library to subscribe to the print journals, but the NAAL agreement provides students and researchers with online access to the titles for substantially less. The importance that we license use of these products is that it leverages the buying power of the research institutions to make the database more affordable for the group.

Dr. Medina highlighted a new initiative for NAAL to support state efforts encouraging economic development in the Black Belt Region. NAAL is developing a workshop on using business information available on the Alabama Virtual Library. The workshop will be offered to Chambers of Commerce to assist their members with economic development. Dr. Medina also announced that the portal for Alabama history is now available on the World Wide Web, <http://alabamosaic.org>.

Commissioner McDougald thanked Dr. Medina for her hard work and stated the Commission really appreciates all that she is doing for the State of Alabama.

B. Report on Articulation and General Studies Committee (AGSC)

Dr. Malone introduced Mr. Keith Sessions, Executive Director of the Articulation and General Studies Committee and Dr. Linda Glaze, Provost, Auburn University and Chair of the AGSC. Mr. Sessions stated he was very excited about his new responsibility as executive director and mentioned that the creation of this position was one of 12 recommendations contained within the 2001-2002 evaluation report/study of the AGSC. In addition to designing an organizational structure to facilitate the day-to day management of the STARS office, the strategic plan for the AGSC includes the establishment of an electronic newsletter to improve communication and coordination among the institutions throughout the state, and the creation of a newly designed user-friendly AGSC/STARS web site. Mr. Sessions commented on the usage reports that are sent to colleges and universities, and that the STARS staff are gathering more pertinent information on where students are transferring and revising reports regularly. A marketing program to increase program awareness throughout the state has been implemented as well. Mr. Sessions thanked the two-year leadership for incorporating information on the STARS program in advisory sessions with students.

VIII. Decision Items

**A. Amendment to the Alabama Administrative Code, Chapter 300-2-1.02:
Review and Approval or Disapproval of Proposed Postsecondary Courses
or Programs of Instruction in Alabama by Non-Alabama Institutions**

RESOLVED: Mr. Patterson made a motion to approve the staff recommendation. Mr. Wise seconded the motion, and it passed.

Mr. Danny Patterson thanked the Commissioners as well as the Commission staff for the flowers and support shown in the loss of his brother and mother recently.

Mr. Danny Patterson reported that the Committee of the Whole had met on Thursday, March 11, 2004 with staff and institutional representatives to discuss the decision items. He stated that the Committee supported the staff recommendations for approval.

B. Academic Programs

1. Auburn University and Auburn University at Montgomery, Master of Science in Clinical Nursing Specialist (CIP 51.1601)

Mrs. Collins questioned whether this program was duplicative. Mr. Patterson stated that in a discussion earlier the staff stated this program was more focused on the education and instruction part of the program rather than the clinical aspect. He requested Dr. Watts to elaborate further. Dr. Watts stated that this was an innovative program and commended Dr. Witt and the Auburn/AUM staff for their advancement of this program. She further stated that in her opinion, the focus of this program is different.

Mr. Patterson stated that the staff had reviewed this program and felt that it was not duplicative. Mr. Wise stated that he felt there was some overlap with the TSU program. He commended the institutions that will work together and questioned whether TSU and AU/AUM have worked together at this point. Mr. Wise asked someone from TSU to address this issue.

Ms. Teresa Hamilton. TSU, School of Nursing shared a table with the Commissioners showing the comparison of the TSU MSN program and the AU/AUM MSN program.

Ms. Hamilton stated that TSU felt there was duplication between the two programs, especially in the area of intent, which is to prepare educators for adult health and medical service. She stated that the TSU program's clinical nurse specialist track had 50 percent devoted to clinical expertise and 40 percent of the clinical hours are devoted to development of role as an educator and believed that their graduates were prepared to do so. She stated that the high salaries for advanced practitioners lie in the opportunity for nurse practitioners and clinical nurse specialists rather than academics. The salaries range from the high \$30,000 to low \$40,000 range. Ms. Hamilton stated that there were a limited number of graduate students that are seeking this degree and two programs of the same would not be necessary due to the current marketability.

Dr. Barbara Witt, Dean of Nursing, Auburn University stated the AU/AUM courses and outcomes are different and are meant for students that are able to be effective educators in schools of nursing and hospitals. In response to an earlier question on the issue of the taxpayers money, she stated they will not use any money and are using internal reallocations and have raised some private money.

Mr. Davis questioned the clinical sites available in the Auburn-Opelika area. Dr. Witt stated they would use the clinical sites differently and have more evening and weekend classes.

Mrs. Collins also questioned what made this program unique. Dr. Witt stated the objectives of the graduate program are built on the requirements for graduate programs of the Collegiate Commission on Nursing Education, the specialty accreditation organization which is approved by Department of Education.

Mr. Pittman stated that they were trying to recruit potential professors to teach as well as to do research.

Mr. Davis questioned whether students at the undergraduate or graduate level were being turned down at other institutions. The consensus was no students were being turned away.

Dr. Watts stated that our focus should be that the Commission staff based this recommendation on the standards that are in place and have made this recommendation based on these procedures. She also stated that the institutions presented the AU/AUM program with respect to these procedures.

RESOLVED: Mr. Patterson made a motion to approve the staff recommendation. Dr. Watts seconded the motion. Mr. Main, Mr. Shaw, Mr. Davis, Mrs. McDougald, Mr. Patterson, Dr. Watts voted yes. Mr. Lowman, Mrs. Collins, Mr. Wise, and Mr. Pittman voted no. Mr. Pugh abstained. Motion failed.

The program that receives a favorable vote of a majority of the Commission members present but falls short of receiving a favorable vote by a majority may be reconsidered at the next regularly scheduled meeting or at a later date at the request of the institution provided substantive changes indicate the need for reconsideration.

Mr. Pugh stated that he thought institutions should try to collaborate with others before bringing program recommendations to the Commission for review. Dr. Watts stated that we need to look at standards and the current process to determine if any changes need to be made. Ms. Collins stated that in view of the

current budget situation this is a good idea. Dr. Watts stated she would be in favor of a review of the Commission's program review procedures at a future work session.

2. Northeast Alabama Community College

a. Associate in Applied Science in Child Development (CIP 20.0201)

RESOLVED: Mr. Patterson made a motion to approve the staff recommendation. Mrs. McDougald seconded the motion, and it passed with 11 yeas votes.

b. Certificate in Practical Nursing (CIP 51.1613)

RESOLVED: Mr. Patterson made a motion to approve the staff recommendation. Mr. Davis seconded the motion, and it passed with 11 yeas votes.

3. Snead State Community College, Associate in Applied Science in Nursing (CIP 51.1501) and Certificate in Practical Nursing (CIP 51.1613)

RESOLVED: Mr. Patterson made a motion to approve the staff recommendation. Dr. Watts seconded the motion, and it passed with 11 yeas votes.

C. Extensions/Alterations of Existing Programs and Units of Instruction

Mr. Patterson recommended approval of the following extensions/alterations:

1. Troy State University Dothan, Addition of a Concentration in Psychological Technician to the Existing Master of Science in Counseling and Psychology (CIP 42.0401)

RESOLVED: Mr. Patterson made a motion to approve the staff recommendation. Mrs. McDougald seconded the motion, and it passed.

2. University of North Alabama, Addition of an Option in Language Arts to the Existing Bachelor of Arts in English (CIP 23.0101)

RESOLVED: Mr. Patterson made a motion to approve the recommendation. Mr. Davis seconded the motion, and it passed.

3. Wallace State Community College (Selma)

a. Addition of Options in Accounting, Computer Systems Technology, and Information Processing to the Existing Certificate and Associate in Applied Science in Office Administration (CIP 52.0401)

RESOLVED: Mr. Patterson made a motion to approve the recommendation. Mrs. McDougald seconded the motion, and it passed.

b. Addition of an Option in Management and Supervision to the Existing Associate in Applied Science in Business (CIP 52.0201)

RESOLVED: Mr. Patterson made a motion to approve the recommendation. Mrs. McDougald seconded the motion, and it passed with one abstention, Mrs. Collins.

D. Request to Amend Post-Implementation Conditions

Mrs. Collins questioned whether we are holding firm on the conditions that have been set in reviewing these recommendations. Mr. Patterson stated that staff is doing this.

1. Troy State University, Master of Science in Environmental Analysis and Management (CIP 30.9999)

RESOLVED: Mr. Patterson made a motion to approve the recommendation. Mr. Davis seconded the motion, and it passed.

2. University of Alabama at Birmingham, Bachelor of Science in Industrial Distribution (CIP 52.0299)

RESOLVED: Mr. Patterson made a motion to approve the recommendation. Mr. Wise seconded the motion, and it passed.

3. University of South Alabama, Bachelor of Science in Radiologic Sciences (CIP 51.0907)

RESOLVED: Mr. Patterson made a motion to approve the recommendation. Mrs. McDougald seconded the motion, and it passed with one abstention, Mrs. Collins.

IX. INFORMATION ITEMS

Chairman Pugh called attention to the following items of information:

- A. Changes to the Academic Program Inventory
- B. Implementation of New Certificate Programs ([26 Semester Hours] in Selected Fields at Various Two-Year Colleges)
- C. University of South Alabama, Change in the Name of the Department of Marketing and Transportation to the Department of Marketing and E-Commerce
- D. New Exempt Off-Campus Sites
 1. Alabama Southern Community College
 2. Jefferson State Community College
- E. Implementation of Approved Programs
- F. Programs That Meet Post-Implementation Conditions
 1. Bishop State Community College, Associate in Applied Science and Certificate in Graphics Communication Technology (CIP 48.0299)
 2. Northeast Alabama Community College
 - a. Associate in Applied Science and Certificate in Drafting and Design Technology (CIP 48.0101)

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- b. Associate in Applied Science and Certificate (Paramedic) in
Emergency Medical Services (CIP 51.0904)
- c. Associate in Applied Science and Certificate in Industrial Electronics Technology
(CIP 47.0105)
- 3. Trenholm State Technical College, Associate in Applied Technology and Certificate
in Child Development (CIP 20.0201)
- G. Program that Does Not Meet Post-Implementation Conditions: Bishop State Community
College, Associate in Science in American Sign Language Studies (CIP 51.0205)

Dr. Watts stated that at the last work session she had requested that the staff share additional information on the Knight vs Alabama case with her and appreciated their response.

X. Adjournment

The meeting was adjourned at 10:40 a.m. The next meeting of the Commission is scheduled for June 25, 2004.

Roland Pugh, Chairman

Michael E. Malone, Executive Director

Sworn to and subscribed before
me this the ____ day of _____
2004.

Notary Public

DISCUSSION ITEM A: Guidelines for the Review and Approval of the Consolidation or Merger of Colleges and Universities

Staff Presenter: Mr. Tim Vick
Associate Executive Director

Staff Recommendation: For discussion purposes only.

Background: Currently the Alabama Commission on Higher Education (ACHE) has established guidelines for the review and approval of the consolidation or merger of two-year colleges, no such guidelines exist for universities. In anticipation of the proposed institutional consolidation of Troy State University, Troy State University Dothan, and Troy State University Montgomery into a single accredited institution, it is necessary to develop these guidelines.

In order to make the guidelines between the universities and the two-year colleges consistent, some language relating to final notifications and data reporting are being recommended as amendments to the current two-year guidelines. Proposed additions to the two-year college policy are underlined.

Pending unforeseen problems, this item will be placed before ACHE for approval at its September meeting.

Supporting Documentation:

1. Southern Association of Colleges and Schools criteria related to Substantive Changes. Available upon request.

Alabama Commission on Higher Education

**OPERATIONAL DEFINITIONS RELATED TO THE CONSOLIDATION OR MERGER
OF COLLEGES AND UNIVERSITIES**

Operational Definitions relating to Consolidations, Consortia, and Mergers (adopted by ACHE on August 19, 1994):

Administrative Consolidation: Two or more institutions are placed under a single executive head without program interchange. All involved institutions maintain separate functional identities. This does not constitute a multi-campus institution, but rather two or more separate institutions operating under a single executive head.

Consortium: A formal federation or association of two or more separate institutions for one or more specific purposes usually involving a statement of mutual obligations and resource-sharing.

Institutional Consolidation: Two or more institutions join to form a distinctly new unit, often with a new name. This results in a single multi-campus institution operating under one chief executive officer and under one regional accreditation designation. Often involves program relocation or exchange.

Note: According to ACHE's operational definition for a **Proposed New Unit of Instruction**, an institution formed by consolidation is considered a new unit of instruction which requires ACHE approval.

Merger: One institution relinquishes its assets and degree granting authority and is dissolved into another with the second institution remaining as the sole surviving entity. Might involve the closure of a campus or one institution becoming a branch of the other.

Alabama Commission on Higher Education

**I. GUIDELINES FOR THE REVIEW AND APPROVAL
OF THE CONSOLIDATION OR MERGER
OF UNIVERSITIES**

The guidelines for the review and approval of the consolidation or merger of universities include two components:

1. Requirements Established by ACHE (See below)
2. Sequential Procedures (Attachment 1)

Requirements Established by the Commission

The following specific requirements must be addressed in merger or consolidation proposals:

1. Proposed program exchanges, duplications, or relocations among the merged or consolidated institutions must be clearly identified in the proposals.
2. Additional programs, i.e. programs not existing on one or more of the campuses at the time of the merger or consolidation, must undergo the regular ACHE review and approval process.
3. Documentation of specific educational benefits to be derived from the merger or consolidation must be presented with the Statement of Intent to Consolidate or Merge.
4. The merger or consolidation must be cost beneficial. Specifically, evidence must be presented that a reduction of administrative and other costs will result from the merger or consolidation. Both immediate and long-range savings must be presented.

Only those mergers or consolidations that are educationally and economically beneficial should be submitted to ACHE for consideration and approval.

Attachment 1

**Sequential Procedures for the Merger or Consolidation
of Universities**

I. Statement of Intent Phase

1. The proposing Board(s) of Trustees presents a Statement of Intent to Consolidate or Merge two or more institutions to ACHE for review, comment, and approval.
2. Institutional notification of pending change to the Commission on Colleges of the Southern Association of Colleges and Schools (SACS).

II. Administrative Consolidation Phase

1. The proposing Board(s) of Trustees presents a formal request to ACHE for its approval of the administrative consolidation of the institutions.

III. Institutional (Programmatic) Consolidation or Merger Phase

1. Preparation and Submission of Prospectus for Substantive Change to the Commission on Colleges of the Southern Association of Colleges and Schools (SACS).
2. Submission of Proposal for Institutional (Programmatic) Consolidation or Merger to ACHE for review and approval.
3. Visit by SACS Substantive Change Committee.
4. Approval of change by SACS.

IV. Final Notifications

1. The consolidated or merged institution must notify ACHE by letter when SACS approval has been obtained.
2. The consolidated or merged institution must notify ACHE by letter when the United States Department of Education has recognized the merger. The National Center for Education Statistics' (NCES) recognition of mergers for Integrated Postsecondary Education Data System's (IPEDS) purposes is dependent on Program Participation Agreement (PPA) approval by the Office of Postsecondary Education (OPE). The merged institution must notify ACHE by letter when OPE approves the PPA.

V. Data Reporting

1. If data reporting differences exist between the campuses at the time of the merger or consolidation, they must be identified and new procedures for reporting these data must be approved by the Commission as part of the regular ACHE review and approval process. (ex: 50-mile radius, etc)
2. For the purposes of the Alabama Statewide Student Database reporting, data will continue to be reported separately until the next term reporting cycle after ACHE has approved the merger. For the purposes of Integrated Postsecondary Education Data System (IPEDS) reporting, guidelines set by the National Center for Education Statistics (NCES) will be followed.

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Discussion Item A

3. The ACHE staff will work with NCES to assign the institution its IPEDS reporting number upon completion of the merger process. The ACHE staff will notify the institution when this number has been assigned.

Alabama Commission on Higher Education

**II. GUIDELINES FOR THE REVIEW AND APPROVAL
OF THE CONSOLIDATION OR MERGER
OF TWO-YEAR POSTSECONDARY INSTITUTIONS**

The guidelines for the review and approval of the consolidation or merger of two-year postsecondary institutions include three components:

1. Requirements Established by the Commission (Below)
2. Sequential Procedures (Attachment A)
3. Concurrence with the State Board of Education's Resolution on Consolidation or Merger of Postsecondary Institutions (Attachment B)

Requirements Established by the Commission:

The following specific requirements must be addressed in merger or consolidation proposals:

1. Proposed program exchanges, duplications, or relocations among the merged or consolidated institutions must be clearly identified in the proposals.
2. Additional programs, i.e. programs not existing on one or more of the campuses at the time of the merger or consolidation, must undergo the regular Commission review and approval process.
3. Documentation of specific educational benefits to be derived from the merger or consolidation must be presented with the Statement of Intent to Consolidate or Merge.
4. The merger or consolidation must be cost beneficial. Specifically, evidence must be presented that a reduction of administrative and other costs will result from the merger or consolidation. Both immediate and long-range savings must be presented.

In a general sense, only those mergers or consolidations that are educationally and economically beneficial should be approved.

Attachment 1

**Sequential Procedures for the Merger or Consolidation
of Two-Year Colleges**

I. Statement of Intent Phase

1. The Chancellor of the Alabama Department of Postsecondary Education (ADPE) presents a Statement of Intent to Consolidate or Merge two or more institutions to the Alabama Commission on Higher Education (ACHE) for review, comment, and approval.
2. The Chancellor of ADPE presents the Statement of Intent to Consolidate or Merge to the Alabama State Board of Education for approval.
3. Institutional notification of pending change to the Commission on Colleges of the Southern Association of Colleges and Schools.

II. Administrative Consolidation Phase

1. The chancellor ADPE presents a formal request to ACHE for its approval of the administrative consolidation of the institutions.
2. The Chancellor of ADPE presents a resolution to the Alabama State Board of Education for approval of the administrative consolidation of the institutions.

III. Institutional (Programmatic) Consolidation or Merger Phase

1. Preparation and Submission of Prospectus for Substantive Change to the Commission on Colleges of the Southern Association of Colleges and Schools (SACS).
2. Visit by SACS Substantive Change Committee.
3. Approval of change by SACS.
4. Submission of Proposal for Institutional (Programmatic) Consolidation or Merger to ACHE for review and approval.
5. Final approval of the consolidation or merger by the Alabama State Board of Education.

IV. Final Notifications

1. ADPE must notify ACHE by letter when SACS approval has been obtained.
2. ADPE must notify ACHE by letter when the United States Department of Education has recognized the merger. The National Center for Education Statistics' (NCES) recognition of mergers for Integrated Postsecondary Education Data System's (IPEDS) purposes is dependent on Program Participation Agreement (PPA) approval by the Office of Postsecondary Education (OPE). ADPE must notify ACHE by letter when OPE approves the PPA.

V. Data Reporting

1. If data reporting differences exist between the campuses at the time of the merger or consolidation, they must be identified and new procedures for reporting these data must be approved by the Commission as part of the regular ACHE review and approval process. (ex: 50-mile radius, etc)

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Discussion Item A

2. For the purposes of the Alabama Statewide Student Database reporting, data will continue to be reported separately until the next term reporting cycle after ACHE has approved the merger. For the purposes of Integrated Postsecondary Education Data System (IPEDS) reporting, guidelines set by the National Center for Education Statistics (NCES) will be followed.
3. The ACHE staff will work with NCES to assign the institution its IPEDS reporting number upon completion of the merger process. The ACHE staff will notify ADPE and the institution when this number has been assigned.

Attachment 2

**State Board of Education's Resolution
on Consolidation or Merger of Postsecondary Institutions**

WHEREAS, a recommendation that all colleges in The Alabama College System be given the opportunity to become community colleges was passed by The Alabama College System President's Association and accepted by the Chancellor of The Alabama College System; and

WHEREAS, on May 26, 1989, the Chancellor instructed all technical colleges then accredited by the Commission on Educational Institutions of the Southern Association of Colleges and Schools to become accredited by the Commission on Colleges of the Southern Association of Colleges and Schools; and

WHEREAS, the Chancellor is responsible for the development of guidelines and criteria to be met by institutions of The Alabama College System in changing status; and

WHEREAS, the Chancellor, upon the occasion of an institution's having met the guidelines and criteria specified for changing status may recommend approval of such change in status to the Alabama State Board of Education; and

WHEREAS, the Alabama State Board of Education wishes to reaffirm its commitment to peer accreditation processes and its support, without reservation, of the need for and importance of such reviews; and

WHEREAS, the Alabama State Board of Education expresses its desire that colleges under its supervision communicate with the Commission on Colleges of the Southern Association of Colleges and Schools and the Alabama Commission on Higher Education in a timely and appropriate manner; and

WHEREAS, it is the expectation of the Chancellor that institutions involved in consolidation or merger shall undertake deliberate planning processes in accordance with the requirements of **The Criteria for Accreditation of** the Commission on Colleges of the Southern Association of Colleges and Schools and requirements of the Alabama Commission on Higher Education:

NOW, THEREFORE, BE IT RESOLVED, That the Chancellor may cause two or more institutions within The Alabama College System to consolidate or merge for the purpose of forming a comprehensive community college by presenting for approval, first to the Alabama Commission on Higher Education for review, comments and/or action, and then to the Alabama State Board of Education a Statement of Intent to Consolidate or Merge which shall incorporate and conform to the following stipulations and provisions:

1. A description of the institutions to be consolidated or merged and the designation of a name for the newly created comprehensive community college;
2. A statement of personnel assurances addressing the individual identities, missions, and histories of the affected institutions; the status, rights, privileges, and benefits of employees of both the consolidated or merged institutions and the new community college; the status, rights, and privileges of students of both the consolidated or merged institutions and the new community college; employment practices and related and relevant matters of law; and such other information as the Chancellor shall deem appropriate;
3. Assurance that personnel at the institutions to be consolidated or merged have been involved in the preparation of the Statement of Intent to Consolidate or Merge, and that close consultation between personnel at the institutions to be consolidated or merged and staff members will continue during the consolidation or merger process;
4. A description of the benefits to be derived from the consolidation or merger in terms of enhancement of programs and services available to residents of the new college service area;
5. A description of the benefits to be derived from the consolidation or merger in terms of efficiency of management, leadership, and coordination of instructional and student support activities;
6. A plan to secure and/or maintain appropriate accreditation for the newly formed community college, including the Prospectus for Substantive Change as required by the Commission on Colleges of the Southern Association of Colleges and Schools;

7. The results of an audit of the effectiveness of educational programs at each of the affected institutions, and especially a description of the impact of the consolidation or merger upon existing and/or potential occupational/technical programs to be used to provide entry-level job training skills to residents of the new college service area;
8. A description of library/learning resources to support the programs at the newly consolidated or merged institution;
9. A description of the impact of the consolidation or merger upon the ability of the new community college to provide training for business and industry within the college service area;
10. A description of the impact of the consolidation or merger upon the ability of the new community college to provide community service and continuing education opportunities to the residents of the service;
11. A student population projection and student demographic analysis for the new community college;
12. A disposition of existing facilities, equipment, and supplies for the consolidated or merged institution as it affects the new community college;
13. A description of the fiscal support available for the new community college, including a copy of the most recent financial audits of the affected institutions, and a financial impact statement regarding their consolidation or merger;
14. A plan setting forth the steps to be taken and time lines to achieve the administrative and programmatic consolidation or merger of the institutions involved into a single comprehensive community college, developed with input from and consultation between personnel at the institutions to be consolidated or merged;
 - A. The consolidation or merger of institutions shall proceed in two phases, commencing with an administrative consolidation or merger, for which a detailed plan shall be developed which shall contain a description of the administrative organization for the new institution, and a specific time line noting the initiation and completion dates of the administrative phase of the consolidation or merger;

- B. A detailed plan for the final phase of the consolidation or merger, the programmatic phase, shall be developed and shall contain a description of the educational program at the new institution, including an inventory of programs, as well as other specific information related to programmatic realignments, and a specific time line noting the initiation and completion dates of the programmatic phase of the consolidation or merger;
15. Provision for planned professional development to enhance and support the growth of the new comprehensive community college;
16. A description of the geographic area to be served by the new community college;
17. A specific time line defining the entire consolidation or merger process;
18. The Commission on Colleges of the Southern Association of Colleges and Schools and the Alabama Commission on Higher Education shall be notified at the beginning of the planning process for consolidations or mergers and at least six months in advance of the designated date for final approval, in accordance with its provisions for substantive change; and
19. The Alabama State Board of Education directs the president(s) and the Chancellor, when necessary, to visit the Southern Association of Colleges and Schools personally to assure understanding and communication concerning pending consolidations or mergers.

BE IT FURTHER RESOLVED, That the consolidation or merger of institutions shall be recommended only after public meetings concerning the proposed consolidation or merger are held in each community where an affected institution is located; that the Chancellor shall approve all elements of the transition plan for carrying out the consolidation or merger of institutions and monitor all actions taken and evaluate their effectiveness; that consolidated or merged institutions shall not be recognized as one institution until the administrative and programmatic phases are completed, the Commission on Colleges of the Southern Association of Colleges and Schools and the Alabama Commission on Higher Education have recognized and approved the consolidation or merger, and the Alabama State Board of Education has rendered final approval; and that the Chancellor shall report annually for the first three years to the Alabama State Board of Education concerning the programs of the consolidation or merger including elements of fiscal, program, and administrative accountability.

BE IT FURTHER. RESOLVED, That the colleges are instructed to submit copies of all correspondence with and materials provided to and received from the Commission on Colleges of the Southern Association of Colleges and Schools to the Alabama Department of Postsecondary Education for conveyance to the Alabama State Board of Education.

DISCUSSION ITEM B: Status Report: State Plan for Higher Education 2003-04 to 2008-09

Staff Presenter: Dr. Elizabeth C. French
Director of Institutional Effectiveness and Planning

Staff Recommendation: For discussion only.

Since Commission adoption of the *State Plan for Higher Education 2003-04 to 2008-09* in August 2003, major activities in the implementation of the State Plan have been initiated by the leadership of both two-year and four-year institutions.

Project QPA (Quality, Performance, and Accountability). The Alabama College System launched in September 2003 a labor-intensive, system-wide effort to develop a model community college characterized by quality standards, performance indicators, and institutional accountability. Under the direction of Dr. Don Crump and with guidance from a 16-member steering committee that met monthly, a final draft of the quality standards and performance indicators for Project QPA was reviewed on May 27. The timetable calls for a presentation of a final document to the two-year college presidents in August followed by a one-year pilot of Project QPA with selected institutions beginning in September 2004.

Advisory Council to the Commission for Statewide Planning and Accountability. Subsequent to the September 2003 meeting of the Council of Presidents, each four-year institutional president was invited by the Chair to appoint a representative to serve on a committee for the implementation of the State Plan. The initial meeting of the Advisory Council to the Commission for Statewide Planning and Accountability will be held June 21 and an oral report of this meeting will be presented at the June 25 Commission meeting. A roster of members of the Advisory Council is attached.

Background: In accord with its statute as the state agency responsible for statewide long-range planning for postsecondary education in Alabama, the Commission adopted the *State Plan for Higher Education 2003-04 to 2008-09* on August 8, 2003. The State Plan provides a framework for institutions to develop their own plans within the context of individual institutional missions and financial resources. The expectation is that institutions will be able to measure the degree to which progress has been made towards the identified goals and objectives at the end of the five-year period.

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Supporting Documentation:

Copies of the *State Plan for Higher Education 2003-04 to 2008-09* are available at <http://ache.state.al.us> under the heading: Publications.

Roster: Advisory Council to the Commission for
Statewide Planning and Accountability, Attached.

ADVISORY COUNCIL TO THE COMMISSION FOR STATEWIDE PLANNING & ACCOUNTABILITY

<p>Dr. Judy Bonner Vice President for Academic Affairs The University of Alabama Box 870114 Tuscaloosa, AL 35487 205-348-4892 205-348-9137 Fax Email: judy.bonner@ua.edu</p>	<p>Sherri Fulford Associate Director for Government Affairs Auburn University 401 Adams Avenue, Suite 170 Montgomery, AL 36104 334-242-2688 334-242-2324 Email: sherri@auburn.edu</p>
<p>Dr. Rick Mould Dean of University Relations Athens State University 300 Beaty Street Athens, AL 256-233-8215 256-230-2565 Fax Email: rmould@athens.edu</p>	<p>Dr. Roger Ritvo Vice Chancellor for Academic & Student Affairs Auburn University at Montgomery P.O. Box 244023 Montgomery, AL 36124-4023 334-244-3600 334-244-3947 Fax Email: rritvo@mail.aum.edu</p>
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<p>Dr. Daniel Howard Vice President for University Advancement & Administration University of North Alabama UNA Box 5078 Florence, AL 35632-0001 256-765-4901 256-765-4644 Fax Email: gdhoward@una.edu</p>	<p>Mr. Al Yeager Asso Vice President for Institutional Research & Planning University of South Alabama 245 Administration Building Mobile AL 36688-0002 251-460-6447 251-460-6054 Fax Email: ayeager@usouthal.edu</p>

ALABAMA COMMISSION ON HIGHER EDUCATION

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<p>Dr. David Taylor University Provost University of West Alabama Station 25 Livingston, AL 35470 205-652-3531 205-652-3591 Fax Email: dmt@uwa.edu</p>	<p>Dr. Evelyn White Vice President for Academic Affairs Alabama State University P.O. Box 271 Montgomery, AL 36101 334-229-4231 334-229-4986 Fax Email: ewhite@asunet.alasu.edu</p>
<p>Mr. Kenneth J. Procter Dean College of Fine Arts University of Montevallo Station 6015 Montevallo, AL 35115 205-665-6663 Email: procterk@montevallo.edu</p>	<p>Dr. Caula Beyl, Director Institutional Planning Research & Evaluation Alabama A&M University P.O. Box 272 Normal, AL 35762 256-372-8173 256-372-8162 Fax Email: cbeyl@aamu.edu</p>

Responses pending from the following:

Alabama Department of Postsecondary Education
Troy State University Dothan
University of Alabama in Huntsville

DECISION ITEM A.1: Alabama A&M University, Addition of Concentrations in Aquatic Administration, Exercise Science, and Sport Management to the Existing Bachelor of Science in Physical Education (CIP 13.1314)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: That the Commission approve the addition of concentrations as reasonable extensions/alterations of an existing program.

Background: Alabama A&M University (AAM) currently has the Bachelor of Science in Physical Education (CIP 13.1314) in the Commission's Academic Program Inventory. AAM is proposing the addition of three options in Aquatic Administration, Exercise Science and Sport Management.

The proposed concentrations will permit majors to have a non-teaching option where students may choose one of the three concentrations in physical education. The existing program requires a total of 128 semester hours (sh). In addition to the general education core, the common core will include 49 sh and each concentration will include 21 sh.

The staff recommends that the proposed concentrations be approved as reasonable extensions/alterations of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM A.2: Central Alabama Community College, Addition of Options in Industrial Electronics Technology, Industrial Electronics and Instrumentation, and Industrial Maintenance Technology to the Existing Associate in Applied Science and Certificate in Industrial Electronics (CIP 47.0105)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: That the Commission approve the addition of options in Industrial Electronics Technology, Industrial Electronics and Instrumentation, and Industrial Maintenance Technology as reasonable extensions/alterations of existing programs.

Background: Currently, Central Alabama Community College (CEN) has the Associate in Applied Science and Certificate in Industrial Electronics (CIP 47.0105) in the Commission's Academic Program Inventory. CEN is proposing the addition of options in Industrial Electronics Technology, Industrial Electronics and Instrumentation, and Industrial Maintenance Technology to the existing Associate in Applied Science and Certificate in Industrial Electronics. During the institutional effectiveness review process at CEN, an examination of enrollment trends revealed a need to realign selected programs of study for purposes of maximizing viability, promoting student outcomes, and providing multi-skill variance to meet employer demands. Given evolving industry and business needs in the CEN area, it is necessary to add the three options.

The existing AAS program will require a total of 75 semester hours (sh) with 25 sh in core industrial electronics courses and 29 sh in each option. The existing Certificate program will require a total of 60 sh with 25 sh in core industrial electronic courses and 23 sh in each of the options.

The staff recommends that the proposed options be approved as reasonable extensions/alterations of existing programs.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM A.3: Shelton State Community College, Addition of Options to the Existing Associate in Applied Science in Management and Supervision (CIP 52.0101)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: That the Commission approve the addition of the proposed options as reasonable extensions/alterations of an existing program.

Background: Shelton State Community College (SHC) currently has the Associate in Applied Science in Management and Supervision (CIP 23.0101) in the Commission's Academic Program Inventory. SHC is proposing the addition of options in child care, web development, business application, programming and networking, paralegal studies, and wellness and fitness management. Following an institutional effective review process at SHC, an examination of enrollment trends revealed a need to realign selected programs of study for purposes of maximizing viability, promoting student outcomes, and providing multi-skill variances to meet the needs of industry and business in the SHC service area.

The existing program requires a total of 60-71 semester hours (sh):

General Education Core	22-23 sh
Management and Supervision Core	25 sh
Options:	21 sh
Child Care	
Web Development	
Business Application	
Programming and Networking	
Paralegal Studies	
Wellness and Fitness	

Total 68-69sh

The differences in the total for the AAS program with options is based on the number of electives that may be required.

The staff recommends that the proposed options be approved as reasonable extensions/alterations of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM A.4: Southern Union State Community College, Addition of Options in Medical Coding and Medical Transcription to the Existing Associate in Applied Science and Certificate in Office Administration (CIP 52.0401)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: That the Commission approve the addition of options in Medical Coding and Medical Transcription.

Background: Southern Union State Community College (SOU) currently has the Associate in Applied Science and Certificate in Office Administration in the Commission's Academic Program Inventory. SOU is proposing the addition of options in Medical Coding and Medical Transcription. According to the Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook, 2004-05*, employment of medical transcriptionists and other health information technicians, including medical coders, is projected to grow faster than the average for all occupations through 2012. A recent survey of local employers demonstrates that the need exists for highly trained health information support personnel.

The existing program requires a total of 75 semester hours (sh):

Medical Coding:	
General Education Core	16 sh
Core Courses	30 sh
Option	29 sh

Total	75 sh
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Medical Transcriptionist:	
General Education Core	15 sh
Core Courses	29 sh
Option	31 sh

Total	75 sh
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The staff recommends that the proposed options be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM A.5a: University of Alabama at Birmingham, Addition of an Option in Chemical Education to the Existing Bachelor of Science in Chemistry (CIP 40.0501)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: That the Commission approve the proposed option as a reasonable extension/alteration of an existing program.

Background: The University of Alabama at Birmingham (UAB) currently has the Bachelor of Science in Chemistry listed in the Commission's Academic Program Inventory at CIP 40.0501. UAB is proposing the addition of an option in Chemical Education.

The new option was developed by the American Chemical Society (ACS) Committee on Professional Training (CPT) to address the critical nationwide shortage of chemistry teachers. The new federal law entitled "No Child Left Behind" requires that teachers be "highly qualified" and implies that teachers who provide chemistry instruction in the high schools should have their undergraduate degree equivalent of the coursework associated with a major in chemistry.

The existing program requires a total of 120 semester hours (sh). In addition to the general education core, the common core will include 23 sh and the option in chemical education will include 15 sh.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM A.5b: University of Alabama at Birmingham, Consolidation of the Bachelor of Arts in French (CIP 16.0901) and Bachelor of Arts in Spanish (CIP 16.0905) into the Bachelor of Arts in Foreign Languages (CIP 16.0101)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: That the Commission approve the consolidation of the Bachelor of Arts in French and the Bachelor of Arts in Spanish into the Bachelor of Arts in Foreign Language as a reasonable extension/alteration of an existing program.

Background: The University of Alabama at Birmingham (UAB), currently has the Bachelor of Arts in French (CIP 16.0901) and Bachelor of Arts in Spanish (CIP 16.0905) in the Commission's Academic Program Inventory. UAB is proposing the consolidation of these two programs into the Bachelor of Arts in Foreign Languages.

UAB's central urban location in Birmingham places the Department of Foreign Languages and Literatures in a growing, unique global context. According to the Office of the Mayor, City of Birmingham, the Spanish-speaking population in Birmingham has increased 400% since 1990. Additionally, international businesses have risen dramatically in the last 10 years in central Alabama as well. Compared to the existing UAB offerings, the program consolidation will place a greater emphasis on cross-cultural competency, broad global perspective, comparative linguistics and competency (acquisition of basic skills in a second foreign language), language-based internships, and study abroad.

The existing program requires a total of 120 semester hours (sh):

UAB Core Curriculum	41 sh
Arts and Humanities Core Requirements	6 sh
Foreign Language Major Common Core	21 sh
Track in Spanish or French	21 sh
Free Electives	31 sh
Total	120 sh

The requirements of the proposed major include 21 sh featuring four lower-division courses, typically taken during the student's freshman and sophomore years. It will serve as a gateway to a better understanding of, and appreciation for, other cultures and languages in an increasingly interdependent world. Once students have completed the intermediate sequence in their concentration, they will then focus on upper-division courses.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM A.6: University of Alabama in Huntsville, Addition of an Emphasis in Jazz to the Existing Bachelor of Arts in Music (CIP 50.0901)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: That the Commission approve the addition of an emphasis in Jazz as a reasonable extension/alteration of an existing program.

Background: The University of Alabama in Huntsville (UAH) currently has the Bachelor of Arts in Music (CIP 50.0901) in the Commission's Academic Program Inventory. The degree requires 128 semester hours with general education requirements, a major in music, and either a minor or an additional music emphasis. UAH is proposing the addition of an emphasis in Jazz.

According to UAH officials, an undergraduate degree in jazz performance, absent a strong component of more traditional instruction, is not academically sound in the judgment of the UAH faculty. However, with the 40 semester hours of core music courses required in the major, an emphasis in jazz would well serve the students and the department. This core requires that students acquire a strong background in traditional music instruction, including traditional "classical" music theory, music history, and performance in large ensembles (wind ensemble and concert choir).

The addition of this emphasis requires no new courses. The emphasis is merely the product of organizing courses that are currently in the catalog and currently offered into an organizational structure that satisfies degree requirements and degree integrity.

The existing program requires a total of 128 semester hours (sh):

General Education Core	63 sh
Music Major	40 sh
Jazz Emphasis	25 sh
Total	128 sh

Students completing the Bachelor of Arts in Music with a Jazz emphasis will gain an in-depth understanding and appreciation of jazz that augments their traditional music studies at UAH. Also, students will gain a facility in jazz performance and arranging that can be used in a wide variety of contemporary music styles.

The staff recommends that the proposed option be approved as a reasonable extension/alteration of an existing program.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .03. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

DECISION ITEM B.1: Program That Does Not Meet Post-Implementation Conditions:
Alabama A&M University, Master of Social Work in Social Work
(CIP 44.0701)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission approve an amendment to post-implementation conditions one and two as follows:

1. That the annual average enrollment for the first five years will be at least ~~58~~ 49.
2. That beginning in 1994-95 the annual average number of graduates will be at least ~~35~~ 22. ~~This number represents the average number of degree completions projected by AAMU reduced by 25 percent.~~

With the approval of this change, the Commission agrees that Alabama A&M University (AAM) meets the post-implementation conditions for this program and that no additional post-implementation report is required. This recommendation is consistent with Guideline Two of the Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions.

Rationale:

1. Though the program did not meet the requirements for enrollment and graduates in the post-implementation conditions in the initial reporting period, the record for the program demonstrates a relatively high enrollment and graduation rate when compared with other master's programs.
2. The candidacy period for accreditation (until accredited in 1998) affected enrollment in the early years of the program.
3. The program met the condition for average number of graduates in the period 2001 through 2003.
4. The program is one of two MSW programs in the state and is a source of continuing education for practitioners.
5. The program received reaffirmation of accreditation by the Council on Social Work Education (CSWE) for the full eight-year cycle (2002-10).

Background: This program was approved in October 1992 but was not implemented until fall 1994. A June 1993 letter from the chief academic officer at AAM cited the recommendation of the accreditation agency that programs not admit students before achieving candidacy status. The initial post-implementation report was submitted in August 2000.

AAM provided an update on the program in November 2003 at the request of the Commission staff. The program has had an average headcount enrollment of 117 over the last three years with a new admissions headcount average of 51 for the same

period. The average number of graduates for the last three years has been 39. Program officials anticipate at least 38 graduates for both academic year 2003-04 and 2004-05.

The November 2003 update provided information on the program's strengths. The CSWE site team commended the program for community involvement, the cohesiveness of the faculty, and the well qualified, enthusiastic field instructors. The program is offered in a variety of curriculum options (full-time, part-time, and weekend) to facilitate the participation of professionals already working in the field. The program has reciprocal relationships with universities and social service agencies throughout the state and is a source of continuing education for community practitioners. An increasing number of MSW field placement agencies in north Alabama are providing student stipends for field placement. The Department of Public Health provides MSW student stipends for increasing student training with underserved populations.

AAM officials have requested that the Commission approve the amendment to conditions 1 and 2 stated in the staff recommendation.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," Attached.
2. Unpublished Post-Implementation Report from Alabama A&M University. Available upon request.
3. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Summary of Report on Post-Implementation Conditions

Alabama A&M University

Program: Social Work, MSW, CIP 44.0701

Approved by Commission: October 23, 1992

Proposed Implementation Date: Fall 1993

Actual Implementation Date: Fall 1994

Post-implementation Report Due: October 1998 (*changed because of a delay in implementation*).

Post-Implementation Conditions:

- 1) That the annual average enrollment for the first five years be at least 58 FTE (full-time equivalent) students. This number represents the average FTE enrollment for the first five years projected by AAM reduced by 25 percent.
- 2) That beginning in 1994-95 the annual average number of graduates will be at least 35. This number represents the average number of degree completions projected by AAM reduced by 25 percent.
- 3) That a follow-up survey will be conducted after five years, which will show that at least 75 percent of the graduates who actively sought employment in the field of social work found employment in the field.

Social Work, MSW CIP 44.0701	Average Enrollment	Average Number of Graduates	Employment
Required	58 FTE	35	75%
Reported 1994-95 through 1999-2000	49.25 FTE	22	88%
Reported 2000-01 through 2002-03	51 new admissions headcount; 117 headcount	39	94%

- Condition 1: In June 1993, an AAM administrator notified the Commission staff of a delay in implementation to Fall 1994 because of a required accreditation candidacy status. The Commission staff changed the date of the post-implementation report by a year. Consequently the beginning date for reporting was also shifted by a year. In the first year of the program, some potential students did not enroll because the accreditation status was unknown. The program received initial accreditation in 1998, retroactive to 1996.

DECISION ITEM B.2: Program That Does Not Meet Post-Implementation Conditions:
Bishop State Community College, Associate in Applied Science
in Civil Engineering Technology (CIP 15.0201)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission waive post-implementation condition four (an accreditation requirement) and accept the post-implementation report from Bishop State Community College as meeting requirements.

Condition 4: That Accreditation Board for Engineering and Technology [ABET] accreditation is achieved in not less than five years following accreditation by the Commission on Colleges (COC) of the Southern Association of Colleges and Schools.

Rationale:

1. The program met or exceeded post-implementation conditions concerning enrollment, employment, and exploration of transfer possibilities with senior institutions throughout the history of the program.
2. For the second five years of the program (1997-98 through 2001-02) the program met all graduation requirements. The program fell short of the graduation post-implementation condition in average number of graduates during the initial review period of 1992-93 through 1996-97, although it met the criterion for fifth-year enrollment.
3. The institution pursued accreditation by ABET but found the cost for meeting the criteria to be prohibitive. An ADPE request to the state legislature for an appropriation for accreditation purposes was not approved.
4. Graduates of the program may attain employment in the field even if the program is not accredited.
5. The only other AAS in Civil Engineering Technology in the state is at Gadsden State Community College in northeast Alabama. Like the program at Bishop State, the Gadsden program is not accredited by ABET.

Background:

This request for waiver of post-implementation condition four does not fall within the "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." However, because of the nature of the condition and the external factors preventing the accomplishment of this condition, this request was made by the institution.

The program was approved by the Commission on March 18, 1991 for Southwest State Technical College in Mobile. Condition four of the post-implementation conditions required that the program be accredited by the Accreditation Board of Engineering and Technology (ABET).

Southwest State Technical College was merged with Bishop State Community College, also in Mobile, in August 1991. The Commission on Colleges (COC) of the Southern Association of Colleges and Schools granted accreditation for the merged institution in June 1992.

A program official stated that the institution began pursuing accreditation by the Accreditation Board for Engineering and Technology (ABET) soon after the approval of the program. However, the cost of meeting the accreditation criteria proved prohibitive. ADPE officials reported that a goal in the department's strategic plan was to achieve accreditation of career/technical programs by the appropriate industry bodies. Each year after the approval of the plan in 1998, the Alabama Board of Education requested state appropriations for program accreditation, but the appropriations were not made.

On February 23, 2000, Bishop State submitted a post-implementation report for the program showing that the program had met conditions for enrollment, employment, and contact with baccalaureate technology programs for the first five years of the program. Requirements for graduates and accreditation had not been met. At the request of the Commission staff, an update on the program was provided by the institution in June 2002. Data for the second five years of the program showed that the requirement for graduates now met the condition. In addition, average full-time equivalent enrollment had increased to 20.4 for the period. However, the accreditation condition was not achieved because of expense and lack of funding. The institution has requested that the accreditation condition be waived.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," Attached.
2. Unpublished Post-Implementation Report and update from Bishop State Community College. Available upon request.
3. Correspondence from Bishop State Community College and the Alabama Department of Postsecondary Education.
4. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Summary of Report on Post-Implementation Conditions

Bishop State Community College

Program: Civil Engineering Technology, Associate in Applied Science (AAS)
[Originally approved as an Associate in Applied Technology for Southwest
State Technical College]

Approved by Commission: March 18, 1991

Proposed Implementation Date: September 1990

Actual Implementation Date: Fall 1992

Post-Implementation Conditions:

- 1) That enrollment in the program average at least 12 FTE [full-time equivalent] and that the fifth year enrollment be at least 15 FTE. .
- 2) That the program graduates an annual average of at least 7 students during the first five years.
- 3) That a follow-up survey will be conducted after five years, the results of which show that at least 75 percent of the graduates of the program have employment related to the training they have received.
- 4) That Accreditation Board for Engineering and Technology [ABET] accreditation is achieved in not less than five years following accreditation by the Commission on Colleges (COC) of the Southern Association of Colleges and Schools.
- 5) That Southwest State continues to explore the possibility of transfer of credit into the technology programs at Alabama A&M University, Livingston University, Jacksonville State University, and Athens State University.

Report dated February 23, 2000:

Civil Engineering Technology, AAS, CIP 15.0201	Enrollment	Average Number of Graduates	Percentage of Graduates Employed in Field
Required	12 FTE average/ 15 FTE – fifth year	7	75%
Reported 1992-93 to 1998-99	15.60 FTE/ 16 FTE – fifth year	4.4	83%

- Condition 4: Does not meet the condition. The report states that shortly after approval of the program, an official of the institution contacted ABET and found that applying for accreditation immediately was not feasible. The college could not meet the required accreditation criteria and could not afford the cost of meeting the criteria. A subsequent attempt by the Alabama Department of Postsecondary Education to secure an appropriation for accreditation was not successful.

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- Condition 5: Bishop State continues to explore the possibility of transfer of credit to senior institutions in Alabama. Some students have transferred to Alabama A&M University and the University of West Alabama. Others have transferred to technology programs at out-of-state institutions near Mobile, such as the University of Southern Mississippi, which has a baccalaureate program in Construction Engineering Technology.

Report dated June 25, 2002:

Civil Engineering Technology, AAS, CIP 15.0201	Enrollment	Average Number of Graduates	Percentage of Graduates Employed in Field
Required	12 FTE average/ 15 FTE – fifth year	7	75%
Reported, 1997-1998 to 2001-2002	20.04 FTE/ 16 FTE – fifth year	7.6	No additional information

DECISION ITEM B.3: Program That Does Not Meet Post-Implementation Conditions:
The University of Alabama, Doctor of Philosophy in Computer
Science (CIP 11.0101)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission retain the graduation post-implementation requirement of an average of 3 graduates and grant an additional post-implementation review period for this program for the academic years 2001-02 through 2005-06. The report will be submitted to the Commission no later than October 1, 2006.

Rationale:

1. The program consistently has exceeded the requirements for enrollment and employment.
2. Program officials report that there are several students who will complete the program in the next few years, raising the graduation average to a level above the post-implementation requirement.

Background: The Commission staff initially recommended disapproval of this program, but preliminary approval was granted by the Commission on October 23, 1990. The PhD in Computer Science was given final approval on August 30, 1991 and implemented in fall 1992.

The University of Alabama (UA) Computer Science program is one of three PhD programs listed at CIP 11.0101 in the Academic Program Inventory. The other two programs are located at the University of Alabama at Birmingham and the University of Alabama in Huntsville.

The post-implementation report was submitted in March 2000. The report stated that the program had met the enrollment condition, and one hundred percent of the graduates had been employed in the field. In addition, the program had generated substantial extramural support through the funding of proposals (funds totaling over \$8,700,000 in academic year 1998-1999).

However, the requirement for the annual average number of graduates was not met. Beginning in 1995-96 through academic year 1998-99, the annual average for graduates was 2.25; the requirement was an average of 3. In preparation for Commission review of the program, UA recently provided additional data. Since May 1999, an additional nine students have graduated from the program. The annual average for the period 1999-2004 is 1.8 graduates.

UA officials have requested that the program be continued. Program officials project that seven students will graduate in academic year 2004-05. If these students graduate by May 2005, the program will reach an average of three graduates for the five year period ending in 2005. Officials project that completions will remain strong over the next four years.

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The program has been improved by the addition of resources. The University of Alabama has increased permanent funding of the program by \$250,000, allowing the department to hire three additional faculty members and providing funds for graduate student support and for equipment.

In light of the fact that the institution reports that there are several students close to completing the program, the staff recommends that the review period be extended to 2005-06 with the report due by October 1, 2006. This extension should give UA sufficient time to demonstrate the strength of the program.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," Attached.
2. Unpublished Post-Implementation Report from the University of Alabama. Available upon request.
3. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Summary of Report on Post-Implementation Conditions

The University of Alabama

Program: Computer Science, CIP 11.0101, Doctor of Philosophy (PhD)

Approved by Commission: August 30, 1991

Proposed Implementation Date: August 1992

Actual Implementation Date: August 1992

Post-Implementation Conditions as Adopted by the Commission:

- 1) That, beginning in August 1992, the annual average enrollment for the first five years be at least 8 students.
- 2) That the annual average number of graduates be at least 3 for the first five years beginning in May 1996.
- 3) That a follow-up survey be conducted after five years, the results of which will show that at least 75 percent of the graduates are employed in computer science or in related fields.
- 4) That UA provide documentation regarding efforts to secure extramural funds to support the program and the amounts obtained.

Computer Science, PhD, CIP 11.1101	Enrollment, Beginning August 1992	Average Number of Graduates, Beginning May 1996	Percentage of Graduates Employed in Field
Required	8	3	100%
Reported through academic year 1998-99	11.43 headcount	2.25	100%
Reported 1999- 2004	No additional information requested	1.8	No additional information requested
For the period 1995-96 through 2003-04	----	2	-----

- Note on condition 1: The average reported is for the period August 1992 through May 1999.
- Note on condition 3: According to the 2000 report, eight of ten graduates are employed in university computer science departments. Two are employed in computing-intensive fields in industry.
- Note on condition 4: Program officials reported that proposals funded by external sources totaled over \$8,700,000 in academic year 1998-99.

DECISION ITEM B.4: Program That Does Not Meet Post-Implementation Conditions:
University of Alabama at Birmingham, Doctor of Philosophy in
Environmental Health Engineering (CIP 14.1401)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission retain the graduation post-implementation requirement of an average of 2.5 and grant an additional post-implementation review for this program for the academic years 2002-03 through 2006-07. The report will be submitted to the Commission no later than October 1, 2007.

Rationale:

1. The program has exceeded the requirements for enrollment and employment.
2. New program directors were appointed in spring 2002 and the program was restructured. Since that time the program has experienced significant growth. Currently there are eighteen students enrolled in the program.
3. A total of six students are expected to graduate over the next two years.

Background: The PhD in Environmental Health Engineering at the University of Alabama at Birmingham (UAB) was approved by the Commission on October 4, 1996. There was a one year delay in implementation of the program. The post-implementation report for this program was submitted on schedule in October 2001. The report revealed that the program had met conditions regarding enrollment and employment, but had not met the graduation requirement.

A request for additional time in meeting the graduation requirement was presented to the Commission at the December 13, 2002 meeting. The request, along with items for alterations of post-implementation conditions for three other programs, was deferred by the Commission. Recommendations regarding the other three programs were approved at the March 12, 2004 Commission meeting.

UAB provided additional information on the program recently. In a February 4, 2004 letter to the Commission staff, university officials reported that the program has undergone changes to strengthen the program. In spring 2002, new program directors were appointed and the program was restructured. These changes have brought about significant growth in the program, with eighteen students enrolled as of spring semester 2004. A total of six students are expected to graduate over the next two years. In addition, the program is helping UAB reach its diversity goals, attracting African American, Hispanic, and female students.

The program also has received a National Science Foundation (NSF) grant of approximately \$500,000 for Research Experience for Undergraduates in Environmental Health Engineering. The grant provides stipends to qualified undergraduate students to

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work directly with program faculty and graduate students on research projects. The grant is currently in its second year of its five year funding.

In light of these changes, accomplishments, and the program's potential, UAB requests that condition 2 be revised to give the program until 2006-07 to meet the annual average requirement of 2.5 graduates over the period 2002-03 to 2006-07. According to university officials, this revision would provide the opportunity to demonstrate the effectiveness of the new leadership and the new program structure.

The Commission staff concurs with the institution's request for an additional review period for the program.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," Attached.
2. Unpublished Post-Implementation Report from the University of Alabama at Birmingham. Available upon request.
3. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Attachment 1

Summary of Report on Post-Implementation Conditions

The University of Alabama at Birmingham

Program: Environmental Health Engineering, CIP 14.1401, Doctor of Philosophy (PhD)

Approved by Commission: October 4, 1996

Proposed Implementation Date: 1996-97 Academic Year

Actual Implementation Date: Fall 1997 (delayed)

Post-Implementation Conditions as Adopted by the Commission:

- 1) That the annual average enrollment for the first five years be at least 4 FTE [full-time equivalent] students.
- 2) That beginning in 1999-2000, the average number of graduates for the first five years of the program will be at least 2.5 graduates.
- 3) That a follow-up survey be conducted after five years which will show that at least 75 percent of the graduates who actively sought employment have found employment in the field.

Environmental Health Engineering, PhD, CIP 14.1401	Enrollment	Average Number of Graduates	Percentage of Graduates Employed in Field
Required	4 FTE	2.5	75%
Reported 1999-2001	4.2 FTE	1	100%
Reported 1999-2003	5 FTE	1	100%

- Note on condition 1: UAB reported that this condition had been met and that enrollment in the program is increasing.
- Note on condition 2: There was a delay in implementing the program fully until fall 1997 which hindered the attainment of this requirement. UAB stated that it takes an average four years for a PhD student to graduate. UAB has had one graduate each year 1999-2003. A total of 6 graduates is expected over the next two years.
- Note on condition 3: All four graduates are employed in the field.

DECISION ITEM B.5: Program That Does Not Meet Post-Implementation Conditions:
University of Alabama in Huntsville, Bachelor of Arts in
Philosophy (CIP 38.0101)

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: That the Commission retain the graduation post-implementation requirement of an average of 7.5 over five years and grant an additional post-implementation review for this program for the academic years 2002-03 through 2006-07. The report will be submitted to the Commission no later than October 1, 2007.

Rationale:

1. The program consistently has exceeded the requirements for enrollment and employment.
2. The program has demonstrated an upward trend in graduation rate over the last several years.
3. Courses within the program provide significant support to the general education curriculum of the university, producing 2,817 credit hours in academic year 2002-2003 alone.

Background:

This program was approved in March 1991 and was implemented in fall 1991 with the requirement of a post-implementation report in 1996. The initial post-implementation report was submitted in 2000. An update was submitted at the request of the staff in spring 2004.

The program has consistently exceeded the post-implementation requirement for enrollment, largely because of its support of the general education curriculum of the university. The program also has met the employment requirement.

The graduation post-implementation requirement for this program is unusual in that it is tied to the Commission's program viability standard. The requirement states that the annual average number of graduates for the first five years must meet or exceed the Commission approved minimum viability standards. This low requirement for graduates was suggested by the staff and approved by the Commission in recognition of the service that the liberal arts provide to the general education curriculum and the relative low cost of delivering a liberal arts program.

At the time that the program was approved, the Commission's program viability standard for baccalaureate programs was an average of 5 graduates. The standard escalated to 7.5 with the implementation of the program viability legislation in the mid 1990s. The program's graduation average did not meet the original standard of 5 in the first five years of the program or the escalated standard of 7.5 in the period following the implementation of the viability legislation. The program was not included in the last program viability study because it had been approved too recently.

There currently are five baccalaureate programs in philosophy listed in the Commission's Academic Program Inventory. Of the other four programs, two were monitored as non-viable core liberal arts programs during the viability study.

Institutional officials have requested that the program be continued an additional five years in order to meet the post-implementation graduation condition. They report that the program has had an average of 7.5 graduates over the past two years (through 2003-04), thus meeting the requirement in that period.

The staff recommends that the review period for the program be extended an additional three years. The next report on the program will be due on October 1, 2007.

Supporting Documentation:

1. "Summary of Report on Post-Implementation Conditions," Attached.
2. Unpublished Post-Implementation Report from the University of Alabama in Huntsville. Available upon request.
3. "Guidelines for Consideration of Post-Implementation Reports that Do Not Meet Approved Conditions." Available upon request.

Summary of Report on Post-Implementation Conditions

University of Alabama in Huntsville

Program: Philosophy, B.A., CIP 38.0101

Approved by Commission: March 18, 1991

Proposed Implementation Date: September 1990 (in the proposal)

Actual Implementation Date: Fall 1991

Post-Implementation Conditions:

- 1) That the annual average enrollment in the program average for the first five years of the program be at least 10 FTE [full-time equivalent] students.
- 2) That the annual average number of graduates in the first five years meet or exceed the Commission approved minimum viability standards.
- 3) That a follow-up survey will be conducted after five years documenting that graduates of the program have derived definite benefits from the program in terms of attaining employment, advancing in positions currently held, or admission to graduate or professional study. The survey should show that at least 75 percent of the graduates who seek such benefits attain them.

Philosophy, BA, CIP 38.0101	Average Enrollment	Average Number of Graduates	Percentage of Graduates Deriving Benefits
Required	10 FTE	Minimum viability standard	75%
1991 to 1999	81.24 FTE	3.63	85%
1999-2000 through 2003-04	35.6 [Average number of students majoring in philosophy]	6.4	No additional information requested

- Note on Condition 2: At the time the program was approved, the minimum viability standard was 5.00 graduates for baccalaureate programs. In 1996 the baccalaureate standard was set at 7.5 by the state legislature.

INFORMATION ITEM A: Changes to the Academic Program Inventory

Staff Presenter: Mrs. Amy Herrin Brown
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: According to the Commission's definitions relating to program review (Alabama Administrative Code, Chapter 300-2-1, Review of Programs & Other Units of Instruction), additions and certain extensions or alterations of units and programs of instruction must be submitted as information items not requiring Commission approval. Examples of information items, according to the operational definitions, include: 1) changes in program titles or CIP codes or degree nomenclatures at the same level (except doctoral) provided no changes in program requirements, content, or objectives are made, and provided the new nomenclature replaces the current designation; 2) programs placed on inactive status or deleted from the Academic Program Inventory; 3) change in award for completion from Diploma to Associate in Applied Technology in technical colleges provided certain conditions are met; 4) change in award for completion from Associate in Applied Technology to Associate in Applied Science in technical colleges provided certain conditions are met; and 5) change in award for completion from Diploma and/or Certificate to Associate in Applied Science in community colleges.

Supporting Documentation:

1. Academic Program Inventory. Available on Commission's Website: www.ache.state.al.us.
2. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction in Review of Programs & Other Units of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
3. Written unpublished documentation provided by the institutions. Available upon request.

A. Changes in CIP Codes, Program Titles, or Degree Nomenclature

The following changes in CIP codes, program titles, or degree nomenclature represent no changes in program requirements, content, and objectives and are recommended as information items.

Note: "Strike Outs" indicate original CIP code, program title, or degree nomenclature and "Underlines" indicate changes.

Auburn University: ~~50.0402~~ 50.0401 ~~Visual Communications~~ Graphic Design,
BFA

University of South Alabama: ~~51.0204~~ 51.0201 ~~Speech-Language Pathology/Audiology~~
Speech and Hearing Sciences, BS

~~51.0204~~ 51.0203 ~~Speech-Language Pathology/Audiology~~
Speech-Language Pathology, MS

~~51.0204~~ 51.0202 Audiology, AuD

~~51.0204~~ 51.0299 Communication Sciences and Disorders,
PhD

B. Changes in CIP Codes due to Conversion to the 2000 CIP Taxonomy

Listed below are changes in CIP codes related to the conversion of the Academic Program Inventory to CIP-2000. The Classification of Instructional Programs (CIP) is the taxonomy by which academic programs are organized to provide accurate tracking, assessment, and reporting of fields of study and program completions activity. Programs in the Commission's Academic Program Inventory are listed by six digit CIP codes. CIP was originally developed by the U.S. Department of Education's National Center for Education Statistics (NCES) in 1980, with revisions in 1985 and 1990. The most recent revision to the taxonomy (CIP-2000) will be implemented for reporting purposes in the next few months.

Most of the CIP code changes come from the crosswalk for CIP-2000 provided by NCES. However, because of the addition of new classification codes that are more descriptive of certain programs, several institutions requested specific new or revised codes that are more appropriate for several existing programs. These variations from the crosswalk have been reviewed by the staff for consistency with Commission guidelines.

The following changes are consistent with the operational definitions.

Note: "Strike Outs" indicate original CIP code and "Underlines" indicate changes.

Alabama State University: ~~43.1204~~ 13.1210 Pre-Elementary Education, BS

~~43.1204~~ 13.1210 Pre-Elementary/Elementary Education, MEd

~~26.0504~~ 26.0502 Microbiology, PhD

~~26.0607~~ 26.1302 Marine Biology, BS

~~45.0804~~ 54.0101 History, BA

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<u>Alabama A&M University:</u>	02.0101 <u>01.0000</u> Agricultural Science, BS
	02.0201 <u>01.0901</u> Animal Science, BS
	02.0301 <u>01.1001</u> Food Science, BS, MS, PhD
	02.0499 <u>01.1199</u> Plant Science, BS, MS
	02.9999 <u>01.9999</u> Environmental Science, BS
	02.9999 <u>01.9999</u> Plant and Soil Science, PhD
	03.0499 <u>03.0599</u> Forestry, BS
	40.0104 <u>10.0202</u> Communications Media, BA
	43.1204 <u>13.1210</u> Pre-Elementary Education, BS, MS, MEd, EdS
	45.0603 <u>15.0612</u> Industrial Technology, BS, MS
<u>Athens State University:</u>	43.1204 <u>13.1209</u> Early Childhood Education, BSEd
	45.0501 <u>54.0101</u> History, BS
<u>Auburn University:</u>	02.0201 <u>01.0901</u> Animal & Dairy Science, BS
	02.0201 <u>01.0901</u> Animal & Poultry Science, MAgric, MS, PhD
	02.0209 <u>01.0907</u> Poultry Science, BS
	02.0403 <u>01.1103</u> Horticulture, BS, MS, MAgric
	02.0499 <u>01.1199</u> Plant Sciences, BS, MS, MAgric, PhD
	03.0102 <u>03.0104</u> Environmental Science, BS
	09.0501 <u>09.0902</u> Public Relations Speech, BA
	43.1204 <u>13.1210</u> Early Childhood Education, BS
	44.1701 <u>14.3501</u> Industrial Engineering, BISE, MS, MISE, PhD
	26.0402 <u>26.0204</u> Molecular Biology, BS
	26.0501 <u>26.0503</u> Microbiology, BS
	26.0607 <u>26.1302</u> Marine Biology, BS
	26.0609 <u>30.1901</u> Nutrition & Food Science, MS, PhD
	45.0801 <u>54.0101</u> History, BA, MA, PhD
	52.0902 <u>52.0999</u> Hotel & Restaurant Management, BS

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<u>Auburn University at Montgomery:</u>	45.0804 <u>54.0101</u> History, BA
<u>Jacksonville State University:</u>	43.1204 <u>13.1210</u> Early Childhood Education, BSEd, MSEd 45.0603 <u>15.0613</u> Computer Integrated Manuf. Sys., BS 45.0804 <u>54.0101</u> History, BA, MA
<u>Troy State University:</u>	42.1204 <u>13.1210</u> Pre-Elementary Education, BS, BA, MS, EdS 26.0607 <u>26.1302</u> Marine Biology, BS, BA 26.0609 <u>03.0104</u> Environmental Science, BS, BA 31.0503 <u>51.0913</u> Athletic Training, BS 45.0804 <u>54.0101</u> History, BS, BA
<u>Troy State University Dothan:</u>	43.1204 <u>13.1210</u> Pre-Elementary Education, BS, BA, MS, EdS 45.0804 <u>54.0101</u> History, BS, BA
<u>Troy State University Montgomery:</u>	45.0804 <u>54.0101</u> History, BS, BA
<u>The University of Alabama:</u>	09.0204 <u>09.0903</u> Advertising, BACom 09.0204 <u>09.0903</u> Advertising & Public Relations, MA 09.0504 <u>09.0902</u> Public Relations, BACom 13.0405 <u>13.0408</u> Educational Administration (Elementary and Middle School), PhD, EdD 13.0405 <u>13.0409</u> Educational Administration (Secondary School), PhD, EdD 13.0802 <u>42.1801</u> Educational Psychology, MA, EdS, PhD, EdD 43.1204 <u>13.1210</u> Early Childhood Education, BSEd, MA 44.1704 <u>14.3501</u> Industrial Engineering, BSIE, MSIE 46.1204 <u>16.1200</u> Classics, BA 22.0104 <u>22.0299</u> Law, LLM

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~~22.0104~~ 22.0299 Law-(Tax), LLM

~~26.0501~~ 26.0503 Microbiology, BSMicr

~~26.0607~~ 26.1302 Marine Science, BS, MSMSci

~~31.0503~~ 51.0913 Athletic Training, BS

~~45.0801~~ 54.0101 History, BA, MA, PhD

~~52.0902~~ 52.0905 Restaurant & Hospitality Management,
BSHES

University of Alabama at
Birmingham:

~~43.1204~~ 13.1210 Early Childhood Education, BSEd, MAEd,
PhD

~~26.0202~~ 26.0205 Biochemistry and Molecular Genetics, PhD

~~26.0501~~ 26.0502 Microbiology, PhD

~~26.0608~~ 26.0906 Neurobiology, PhD

~~26.0609~~ 31.3102 Clinical Nutrition, MS

~~26.0609~~ 30.1901, Nutrition Sciences, PhD

~~26.0615~~ 26.1102 Biostatistics, MS, PhD

~~26.0704~~ 26.0910 Pathology, PhD

~~26.0705~~ 26.1007 Pharmacology and Toxicology, PhD

~~26.0706~~ 26.0902 Cellular and Molecular Physiology, PhD

~~45.0801~~ 54.0101 History, BA, MA

~~51.0807~~ 51.0912 Surgical Physician Assistant, BS

~~51.1306~~ 26.0806 Genetics, PhD

~~51.1399~~ 26.0102 Basic Medical Sciences, MSBMS

~~51.1399~~ 26.0909 Vision Science, MS, PhD

~~51.2203~~ 26.1309 Epidemiology, PhD

University of Alabama in
Huntsville:

~~44.1701~~ 14.3501 Industrial Engineering, BSE, PhD

~~30.9999~~ 26.1201 Biotechnology Science & Engineering, PhD

~~45.0801~~ 54.0101 History, BA, MA

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University of Montevallo: ~~43.1204~~ 13.1210 Early Childhood Education, BS, BA, MEd
~~45.0804~~ 54.0101 History, BA, BS

University of North Alabama: ~~26.0607~~ 26.1302 Marine Biology, BS, BA
~~45.0804~~ 54.0101 History, BS, BA

University of South Alabama: ~~43.0504~~ 13.1334 Educational Media, MEd, MS
~~43.1204~~ 13.1210 Early Childhood Education, BS, MEd
~~26.0612~~ 26.1006 Environmental Toxicology, MS
~~30.9999~~ 30.2001 International Studies, BA
~~40.0404~~ 40.0404 Meteorology, BS
~~45.0804~~ 54.0101 History, BA, MA
~~51.0807~~ 51.0912 Physician Assistant, MHS
~~51.0907~~ 51.0911 Radiologic Sciences, BS
~~51.1399~~ 26.9999 Basic Medical Sciences, PhD
~~51.9999~~ 26.0102 Biomedical Sciences, BS
~~52.0704~~ 52.0208 Electronic Commerce, BSBA

University of West Alabama: ~~43.1204~~ 13.1210 Early Childhood Education, MEd
~~26.0607~~ 26.1302 Marine Biology, BS, BA
~~31.0503~~ 51.0913 Athletic Training, BS
~~45.0804~~ 54.0101 History, BS, BA

Two-Year Institutions: ~~03.0404~~ 03.0511 Forestry, AAS
~~08.0708~~ 52.1801 Marketing, AAS
~~40.0104~~ 10.0202 Radio & TV Broadcasting, AAS
~~42.0403~~ 12.0401 Cosmetology, D, C
~~45.0603~~ 15.0612 Industrial Engineering Tech, C, AAS
~~45.1104~~ 15.0000 Engineering Technology, AAS
~~20.0204~~ 19.0708 Child Development, C, AAT, AAS

~~20.0409~~ 19.0505 Commercial Food Service, C, AAS
~~20.0504~~ 19.0605 Interior Design, AAS
~~20.0509~~ 19.0699 Floristry, C
~~22.0403~~ 22.0302 Legal Assistant, C, AAS
~~22.0403~~ 22.0302 Paralegal, AAS
~~22.0403~~ 22.0302 Paralegal/Legal Assistant, AAS
~~46.0504~~ 46.0503 Plumbing, C
~~48.0404~~ 15.1301 Drafting & Design Technology, C, AAS, AAT
~~48.0204~~ 10.0305 Graphics & Printing, D
~~48.0299~~ 10.0399 Graphics Communications Technology, C,
AAT, AAS
~~52.0405~~ 22.0303 Court Reporting, AAS

C. Program Inventory Deletions

Institutions may voluntarily elect to delete program entries/awards from the Commission's Academic Program Inventory. However, institutions understand that these programs/awards cannot be reinstated to the Academic Program Inventory in the future without undergoing the regular process for new program review and approval.

Central Alabama Community College: 51.0904 Emergency Medical Paramedic, AAS, C

University of Alabama at Birmingham: 51.1601 Nursing, DSN
51.2308 Physical Therapy, MS

University of North Alabama: 13.1204 Pre-Elementary/Early Childhood/Kindergarten
Teacher Ed, BSEd, MAEd

D. Programs Placed on Inactive Status

The following programs/inventory entries/awards are placed on inactive status as of June 25, 2004. Consistent with the revisions to the Commission's policy on placing programs on inactive status that were adopted by the Commission on June 6, 1997, this program meets the viability standard established by Act 96-557. The institution may reinstate this program to active status within five years of June 25, 2004 without submitting a program proposal for approval. However, the institution will inform the Commission of program reinstatement by information item that provides evidence of adequate resources and student demand to reactivate the program. If the program has not been reinstated within five years after being placed on inactive status, it will be removed from the Commission's Academic Program Inventory. If an institution wishes to offer a program that has been deleted from the Inventory based on its inactive status, a new program proposal must be submitted for Commission review and action.

Auburn University: 16.0901 French, MFrSt, MA

University of Montevallo: 50.0901 Music, MM

INFORMATION ITEM B: Implementation of New Certificate Programs (Less Than or Equal to 29 Semester Hours) in Selected Fields at Various Two-Year Colleges

Staff Presenter: Mrs. Amy Herrin Brown
Academic Program Review Analyst

Staff Recommendation: For information only.

Background: The Alabama Department of Postsecondary Education reports the approval of short certificate programs (less than or equal to 29 semester hours) at the following two-year colleges in the fields of study listed below.

Central Alabama Community College

<u>Field of Study</u>	<u>CIP Code</u>
Industrial Maintenance Technology (with Options in Maintenance Apprenticeship, Manufacturing Robotics Technology, Manufacturing Technology, and Automated Manufacturing Systems)	15.0699

Faulkner State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Computer Maintenance (with Options in Network Administration/Systems, Database Administration, Troubleshooting & Software Support, Web Page Development, and Cybersecurity)	15.1202

Gadsden State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Automotive Mechanics Technology	47.0604

Lurleen B. Wallace Community College

<u>Field of Study</u>	<u>CIP Code</u>
Forest Technology	03.0511
Computer Science	11.0101
Cosmetology (with Options in Esthetics Technology and Nail Technology)	12.0401

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Drafting and Design Tech.	15.1301
Industrial Electronics Tech.	47.0105
Upholstery/Designing Interiors (with Options in Basic Furniture Upholstery, Basic Automotive Upholstery, and Industrial Quilting, Embroidery, and Upholstery Machines)	48.0303
Welding Technology	48.0508
Accounting	52.0302
Office Administration	52.0401

Southern Union State Community College

<u>Field of Study</u>	<u>CIP Code</u>
Therapeutic Massage	51.3501

Commission policy requires that new short certificates be presented to the Commission by information item. Such certificates are not listed in the Commission's Academic Program Inventory since they do not require Commission review and approval.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the Alabama Department of Postsecondary Education. Available upon request.

INFORMATION ITEM C: Alabama A&M University, Addition of the Education Specialist Degree in Education, General (CIP 13.0101) with the Implementation of Eleven AA Teaching Certificate Programs

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: Alabama A&M University (AAM) has provided documentation of the State Department of Education approval of eleven class AA teaching certifications: Collaborative Teacher K-6 [special education]; Collaborative Teacher 6-12 [special education]; School Counseling; School Psychology; Agriscience Technology Education; Business Education; Family and Consumer Education; Technology Education; Biology; Mathematics; and Physics.

Class AA certificates are sixth-year teacher certification programs that are approved by the State Board of Education. Graduates earning the AA certificate typically receive the Education Specialist (EdS) degree. All of these new certificates will be included in a new entry in the Academic Program Inventory for AAM at CIP 13.0101, Education, General, EdS.

The EdS degree will require a minimum of thirty-six semester hours, twelve of which are in a core of foundations of education courses and six hours in research. The remaining eighteen hours include twelve hours in the area of specialization and six hours in electives.

In addition to the new certificate programs listed above, two other certificates will be included in the entry at CIP 13.0101. They are Elementary Education and Pre-Elementary Education. Formerly these were separate listings in the Academic Program Inventory. On February 21, 2003 the Commission approved the consolidation of these academic programs into Education, General, CIP 13.0101, as a part of the action on waivers of non-viability. Separate EdS entries in Elementary Education and Pre-Elementary Education will be deleted from the Inventory.

According to Commission policy, new teacher certification programs are exempt from Commission review and approval but are required to be submitted to the Commission as information items. New EdS programs may be added to the Commission's Academic Program Inventory if documentation is provided that they are implemented in conjunction with the State Board of Education approved sixth-year AA teacher certification programs. These also must be submitted to the Commission by information item.

ALABAMA COMMISSION ON HIGHER EDUCATION

Friday, June 25, 2004

Information Item C

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM D.1:	<u>Auburn University, Consolidation of the Department of Mathematics and the Department of Discrete and Statistical Sciences into the Department of Mathematics and Statistics</u>
<u>Staff Presenter:</u>	Mrs. Brenda T. Carter Director of Academic Affairs
<u>Staff Recommendation:</u>	For information only.
<u>Background:</u>	<p>Auburn University reports that the board of trustees has approved the consolidation of the Department of Mathematics and the Department of Discrete and Statistical Sciences into the Department of Mathematics and Statistics. The change in name will reflect the focus of the department.</p> <p>Administrative changes at the department level, such as establishing a new department, combining two or more departments, or dividing a department into two or more departments do not require Commission approval, but must be reported to the Commission by information item prior to implementation.</p>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM D.2: Auburn University, Change in Name of Three University Departments

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: Auburn University (AU) reports the change in names of three departments. The Department of Clinical Pharmacy Practice has been changed to the Department of Pharmacy Practice. The Department of Chemistry has been changed to the Department of Chemistry and Biochemistry. Finally, the Department of Counseling and Counseling Psychology has been changed to the Department of Counselor Education, Counseling Psychology, and School Psychology. The AU Board of Trustees acted to rename the three departments to insure that the department titles accurately reflect their programs and responsibilities. This action will not affect the degree programs offered by these departments and will not affect degree requirements.

Administrative changes at the department level, such as establishing a new department, combining two or more departments, or dividing a department into two or more departments do not require Commission approval, but must be reported to the Commission by information item prior to implementation.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM E: Jacksonville State University, Establishment of a Postbaccalaureate Certificate in Nursing Education

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: Jacksonville State University (JSU) reports the establishment of a postbaccalaureate certificate in Nursing Education. The postbaccalaureate certificate in nursing education will be designed to prepare nurses to teach in nursing and health professional programs, health care institutions and agencies, and in the community.

The certificate provides nurses with essential knowledge and skills about teaching, program development, and evaluation, clinical instruction and other aspects of the educational process in nursing. At the conclusion of the program, graduates will receive a certificate acknowledging successful completion. Four new courses (12 semester hours) will be offered online and are listed below:

- | | |
|--------|--|
| NU 5XX | Developing Instruction Programs in Collegiate Nursing Education (3 sh) |
| NU 5XX | Teaching, Learning, and Evaluation in Collegiate Nursing Programs (3 sh) |
| NU 5XX | Practicum in Collegiate Nursing Education (3 sh) |
| NU 5XX | Trends in Collegiate Nursing Education (3 sh) |

The practicum is based on students needs, and is planned with students in a location convenient for them. A student who completes the graduate certificate may apply hours of credit toward electives in the Master of Science in Nursing. All coursework for the MSN degree must be completed within six years.

According to the Commission's Administrative Procedures, non-degree programs of senior institutions, including prebaccalaureate, postbaccalaureate, and postmaster's certificates are considered non-substantive extensions or alterations. As such they do not require Commission approval, but must be presented to the Commission as information items prior to implementation. These certificates are not listed in the Commission's Academic Program Inventory.

ALABAMA COMMISSION ON HIGHER EDUCATION

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Information Item E

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM F: Troy State University Dothan, Addition of a Class A Gifted (P-12) Education Certificate to the Existing Master of Science in Education in Elementary Education (CIP 13.1202)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: Troy State University at Dothan (TSD) currently has the Master of Science in Education in Elementary Education in the Commission's Academic Program Inventory. TSD has been notified that the State Board of Education approved a Class A gifted (P-12) education certificate. The certification in gifted education will be offered under the existing Master of Science in Education in Elementary Education.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM G.1:	<u>The University of Alabama, Establishment of the Aging Infrastructure Systems Center of Excellence</u>
<u>Staff Presenter:</u>	Mrs. Brenda T. Carter Director of Academic Affairs
<u>Staff Recommendation:</u>	For information only.
<u>Background:</u>	<p>The University of Alabama reports the establishment of the Aging Infrastructure Systems Center of Excellence (AISCE). The AISCE mission is to mitigate and reverse the effects of age on the nation's public and private sector infrastructure through the development, dissemination, and application of new knowledge. The Center's Vision is to be the premier innovation and knowledge repository for infrastructure asset life preservation through systematic application of science, engineering, and management principles.</p> <p>The center's driving force is to improve competitiveness of aging industrial infrastructure, thus enabling:</p> <ul style="list-style-type: none">• American industry to be cost competitive globally,• The preservation of jobs in America, and• The security of the American homeland by improving the flexibility and reducing the fragility of our aging industrial infrastructure. <p>According to Commission policy, new units of instruction, research, or service that do not offer courses or other activities for academic credit may be presented to the Commission as information items prior to implementation. Such new units do not require Commission approval.</p>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM G.2: The University of Alabama, Change in the Name of the Department of Chemical Engineering to the Department of Chemical and Biological Engineering

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama (UA) reports that the board of trustees has approved the change in name of the Department of Chemical Engineering to the Department of Chemical and Biological Engineering. The name change recognizes the integration of life science applications within the chemical engineering field and the flexibility of the chemical engineering curriculum to incorporate biological principles in a parallel fashion to the existing emphasis on chemical behavior. It also represents a change in analyzing systems with greater complexity at the molecular level so that students graduating from UA will be better prepared to meet future technological challenges in the biotechnology field.

Administrative changes at the department level, such as establishing a new department, combining two or more departments, or dividing a department into two or more departments do not require Commission approval, but must be reported to the Commission by information item prior to implementation.

Supporting Documentation: 1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.

2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM H.1: University of Alabama at Birmingham, Establishment of the Division of International Women's Health in the Department of Obstetrics and Gynecology in the School of Medicine

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama System reports that the board of trustees has approved the establishment of the Division of International Women's Health in the Department of Obstetrics and Gynecology in the School of Medicine at the University of Alabama at Birmingham.

The Division of International Women's Health was initially established as a division within the Center of Research

Women's Health (CRWH) for the purposes of bringing together UAB faculty interested in women's health issues. Interdisciplinary collaboration within the CRWH has been fruitful in terms of research projects underway, acquiring external funding support and building the infrastructure with which to conduct women's health research in an efficient and effective manner. The faculty of the Division of International Women's Health will provide teaching and research expertise in the area of women's health and particularly related to women's reproductive health issues. A major focus will be research and training opportunities in the sub-Saharan countries of Africa focusing on the prevention of HIV transmission from mother to child. Trainees will include postdoctoral fellows, junior investigators, medical students, residents, and other graduate students from the schools of Medicine, Public Health, Health Related Professions, and Nursing.

The International Women's Health Division was originally supported by CRWH internal funds, but has grown in the last year because of the acquisition of external research and training support, and is now financially self-sufficient.

According to the Commission's Administrative Procedures, administrative changes at the department level are submitted as information items. At UAB, however, academic divisions in the medical and dental areas are less prominent units than departments. Therefore, this item is submitted for information only.

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Information Item H.1

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM H.2: University of Alabama at Birmingham, Establishment of the Center for Wine and Cardiovascular Health

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama at Birmingham reports that the board of trustees has approved the establishment of the Center for Wine and Cardiovascular Health (CWCH). Cardiovascular disease, in particular coronary heart disease (CHD) and the ensuing atherothrombotic complications resulting in myocardial infarction, is the leading cause of death among adults in the United States and the western world. A growing number of persuasive large-scale epidemiological studies have shown that long-term light-to-moderate drinkers of alcoholic beverage or wine, particularly red wine, have significantly lower mortality rates than nondrinkers or heavy drinkers.

The reputation and outstanding scientific achievements of UAB investigators in this field were recently recognized by the National Heart, Lung and Blood Institute through funding of the first ever multidisciplinary programmatic grant (\$7.6 million Program Project Grant) in the United States, focused specifically on studies of the mechanisms underlying wine and cardiovascular health. The proposed center will build on UAB's existing strong and unique government funded research base by incorporating innovative CWCH program initiatives, strategies, and opportunities to better promote wine and cardiovascular health research both nationally and internationally.

According to Commission policy, new units of instruction, research, or service that do not offer courses or other activities for academic credit may be presented to the Commission as information items prior to implementation. Such new units do not require Commission approval.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM I.1: University of Alabama in Huntsville, Establishment of a Postbaccalaureate Certificate in Modeling and Simulation in the Department of Computer Science in the College of Science

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama System reports that the board of trustees has approved the establishment of a postbaccalaureate certificate in Modeling and Simulation in the Department of Computer Science in the College of Science at the University of Alabama in Huntsville.

The certificate in Modeling and Simulation will provide postbaccalaureate students with the opportunity to acquire knowledge and skill in the use of computational theories and skills for the development of software models and simulations. The Huntsville area is rich in companies and government organizations that rely on these skills. This certificate will foster the development of a well-educated workforce, enhance the relations among the university, corporations, and government organizations, and enhance research in the area.

Two new courses (CS 581 and CS 582) in Modeling and Simulation are proposed and are the core components of the certificate. The certificate will require the completion of 15 semester hours including the two new courses.

According to the Commission's Administrative Procedures, non-degree programs of senior institutions, including prebaccalaureate, postbaccalaureate, and postmaster's certificates are considered non-substantive extensions or alterations. As such, they do not require Commission approval, but must be presented to the Commission as information items prior to implementation. These certificates are not listed in the Commission's Academic Program Inventory.

Supporting Documentation: 1. "Definitions Relating to Program Review", Administrative Procedures, Chapter 300-2-1, Program Review, Section .01. Available upon request.

2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM I.2: University of Alabama in Huntsville, Establishment of a Postbaccalaureate Certificate in Primary Care

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama System reports that the board of trustees has approved the establishment of a postbaccalaureate certificate in Primary Care jointly planned by The University of Alabama School of Medicine-Huntsville Regional Campus and The University of Alabama in Huntsville.

The postbaccalaureate certificate program is designed for students who plan to enter medical school and for students in other health care disciplines. For students planning to enter medical school, the program will span the year preceding entry into medical school. It will broaden the exposure and training in primary care beyond that which is typically found in medical school curricula. In addition to pre-medical school students, the program is expected to attract postbaccalaureate students in or planning to enter health disciplines.

Four courses will be included in the program. Two courses are currently offered and two new courses (NUR 630 Administration in Health Care Systems and MED 671 Foundations in Primary Care with Internship) will be developed. However, only one of those courses (Foundations in Primary Care with Internship) will be restricted to students in the program.

According to the Commission's Operational Definitions, prebaccalaureate, postbaccalaureate, and postmaster's certificates are considered non-substantive extensions or alterations. As such, they do not require Commission approval, but must be presented to the Commission as information items prior to implementation. These certificates are not listed in the Commission's Academic Program Inventory.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

INFORMATION ITEM I.3: University of Alabama in Huntsville, Establishment of the Nano and Micro Devices Center (NMDC)

Staff Presenter: Mrs. Brenda T. Carter
Director of Academic Affairs

Staff Recommendation: For information only.

Background: The University of Alabama in Huntsville (UAH) reports that the board of Trustees has approved the establishment of the Nano and Micro Devices Center (NMDC). The Laboratory for Integrated Computing and Optoelectronic Systems (LICOS) at UAH was established as a microfabrication facility in 1996, supported by a National Science Foundation award. It was renamed the Nano and Micro Devices Laboratory (NMDL) in 2003, to better reflect the nature of the research performed in the laboratory, which is to explore the integration of micro and nanophotonics and nanotechnology to enable the realization of nano and microdevices for miniaturized systems.

According to Commission policy, new units of instruction, research, or service that do not offer courses or other activities of academic credit may be presented to the Commission as information items prior to implementation. Such new units do not require Commission approval.

Supporting Documentation:

1. "Reasonable Extensions and Alterations of Existing Units and Programs of Instruction," Alabama Administrative Code, Chapter 300-2-1, Rule .06. Available upon request.
2. Written unpublished documentation provided by the institution. Available upon request.

<u>INFORMATION ITEM J.1:</u>	<u>Ingram State Technical College, New Exempt Off-Campus Site</u>
<u>Staff Presenter:</u>	Mrs. Amy Herrin Brown Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Proposal:</u>	<p>Ingram State Technical College (ING) plans to offer courses at the following new exempt off-campus site beginning in Summer 2004:</p> <p>Tarwater L.I.F.E. Tech, Wetumpka</p>
<u>Discussion:</u>	<p>An official with the Alabama Department of Postsecondary Education has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent.</p> <p>The new exempt off-campus site proposed by ING is exempt from Commission approval by policy because it is a two-year college site located within the institution's State Board approved service area.</p>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">1. Proposal for New Off-Campus site at Tarwater L.I.F.E. Tech, Wetumpka, Attached.

Attachment 1

Proposal for New Off-Campus Site at
Tarwater L.I.F.E. Tech

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: J.F. Ingram State Technical College

Administrator Responsible for Site

Name & Title: Dr. Rickey A. Huffstutler

Telephone: 334-285-7870

Fax: 334-285-2521

E-Mail: rahuff@Ingram.cc.al.us

Contact Person at Site if Other Than Administrator Above

Name & Title: Mrs. fawn Romine

Telephone: 334-514-5114

Fax:

E-Mail: fromine@Ingram.cc.al.us

Location of Proposed Site

Facility: Tarwater L.I.F.E. Tech

Street Address: 8476 U.S. Highway 231 North

City: Wetumpka, AL 36092

County: Elmore

When will you begin offering instruction at this site? Credit courses, to be determined,
April 15, 2004 (Adult Education), Short-term, non-credit, May 30, 2004

Type of Site

Check One:

Non-Exempt

Exempt from Review by Statute

Fall 1978 registration exceeded 500.

University operated site prior to 1960.

Site located on military reservation.

Business & industry site where employees only are enrolled.

Exempt from Review by Commission Policy

Courses delivered via distance learning technology.

Prison site - courses delivered exclusively to inmates and prison employees.

High school site exclusively for early admission, accelerated/dual enrollment.

2-year college site located within SBE approved service area.

University site located within home or contiguous counties.

X

Note: Follow-up report is not required for individual study courses.

** As per communications between Dr. Romine and Mr. Vick.
Certification

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor:

J. Douglas Chambers

Date:

5/3/04

COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

Courses (Include, Number & Title)

All training at this site is either adult education/GED preparation or short-term noncredit training. Participants are no longer incarcerated. They are participating in employability and/or technical skills training as a condition of parole. This training is not available to the general public.

The short-term noncredit training programs include:

- 1. Employability Skills Training:** job-readiness training designed to lead directly to employment. Combines computer literacy with targeted instruction in applied mathematics and locating information (WorkKeys used to measure competency). Also includes instruction in job search and retention techniques, interview skills and resume' writing. Additional instructional topics include information and resource management, legal issues in the workplace, teambuilding, conflict resolution and problem-solving. Participants will develop a resume' and skills portfolio which, along with a competency checklist, will be used in securing employment.
- 2. Employability Skills Training/Lawn and Landscape:** job-readiness training designed to lead directly to employment in the lawn and landscape industry. In addition to the skills outlined in (1), instruction focuses on safe and effective use of equipment, proper use of chemicals, plant identification and propagation, measuring and estimating, selecting plants and grasses according to climate and terrain; planting and irrigating flower beds and sod areas, as well as an overview of job opportunities in the lawn and landscape industry.
- 3. Employability Skills Training/Construction Trades:** job-readiness training designed to lead directly to employment in the field of construction trades. In addition to the skills outlined in (1), instruction focuses on basic safety, construction math, proper identification and use of industry-related hand and power tools, identifying basic blueprint terms, recognizing different classifications of drawings, interpreting and using drawing dimensions; basic load-handling safety practices, proper and safe use of slings and common rigging hardware; ladder and scaffolding safety; and an overview of job opportunities in the construction industry.
- 4. Employability Skills Training/Commercial Food Service:** job-readiness training designed to lead directly to employment in the commercial food service industry with an emphasis on "front of the house" occupations. In addition to the skills outlined in (1), instruction focuses on workplace safety, customer service skills, communications skills, resource management, inventory control, the use and care of commercial equipment; serving techniques; the operation of institutional and commercial food establishments; and an overview of job opportunities in the commercial food industry.

Vocational / Technical

1.	19.0505 - CFS - Commercial Foods	(Certificate)
2.	01.0601 - HOC - Horticulture Services	(C=26)
3.	46.0601 - PLB - Plumbing	(Certificate)
4.	32.0199 - WKO - Courses Only	

<u>INFORMATION ITEM J.2:</u>	<u>Jefferson State Community College, New Exempt Off-Campus Site</u>
<u>Staff Presenter:</u>	Mrs. Amy Herrin Brown Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Proposal:</u>	Jefferson State Community College (JSC) plans to offer courses at the following new exempt off-campus site beginning in Fall 2004: Pell City High School, Pell City
<u>Discussion:</u>	<p>An official with the Alabama Department of Postsecondary Education has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent.</p> <p>The new exempt off-campus site proposed by JSC is exempt from Commission approval by policy because it is a two-year college site located within the institution's State Board approved service area.</p>
<u>Supporting Documentation:</u>	1. Proposal for New Off-Campus site at Pell City High School, Pell City, Attached.

Attachment 1

Proposal for New Off-Campus Site at
Pell City High School

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

Institution: Jefferson State Community College
Administrator Responsible for Site
Name & Title: Joe Morris, Vice President
Telephone: (205) 856-7885
Fax: (205) 856-6058
E-Mail: jmorris@jeffstateonline.com
Contact Person at Site If Other Than Administrator

Above
Name & Title:
Telephone:
Fax:
E-Mail:

Judy M. Merritt

Location of Proposed Site
Facility: Pell City High School

Street Address: 1300 Cogswell
Ave. W

City: Pell City, AL County: St.
35125 Clair

When will you begin offering instruction at this site? August, 2004

Type of Site	Check One:
Non-Exempt	
Exempt from Review by Statute	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & Industry site where employees only are enrolled.	
Exempt from Review by Commission Policy	
Courses delivered via distance learning technology.	
Prison site - courses delivered exclusively to inmates and prison employees.	
High school site exclusively for early admission, accelerated/dual enrollment.	
2-year college site located within SBE approved service area.	XX
University site located within home or contiguous counties.	

Note: Follow-up report is not required for individual study courses.

Certification

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor:

Date:

COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

Courses (Include Number & Title)
ACT 145 - Basic Accounting Procedures
ACT 251 - Payroll Accounting
ART 100 - Art Appreciation
BIO 101 - Introduction to Biology I
BIO 102- Introduction to Biology II
BIO 103 - Principles of Biology I
BIO 104 - Principles of Biology II
AST 220 - Introduction to Astronomy
BUS 100 - Introduction to Business
BUS 188 - Personal Development
BUS 241 - Principles of Accounting I
BUS 242 - Principles of Accounting II
CHD 100 - Introduction to Early Care and Education of Children
CHD 201 - Child Growth & Development Principles
BUS 263 - The Legal and Social Environment of Business
CIS 130 - Introduction to Information Systems
CIS 146 - Microcomputer Applications
CIS 156 - Microcomputer Operating Systems
CIS 196 - Commercial Software Applications
ECO 231 - Principles of Macroeconomics
ECO 232 - Principles of Microeconomics
ENG 093 - Basic English
ENG 101 - English Composition I
ENG 102 - English Composition II

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ENG 251 - American Literature I
ENG 252 - American Literature II
ENG 261 - English Literature I
ENG 262 - English Literature II
ENG 271 - World Literature I
ENG 272 - World Literature II
GEO 100 - World Regional Geography
HED 221 - Personal Health
HED 222 - Community Health
HED 231 - First Aid
HIS 101 - Western Civilization I
HIS 102 - Western Civilization II
HIS 201 - United States History I
HIS 202 - United States History II
HUM 101 - Introduction to Humanities I
HUM 102 - Introduction to Humanities II
HUM 106 - Humanities through the Arts
AGR 101 - Introduction to Horticulture
MST 111 - Elements of Supervision
MTH 090S - Basic Mathematics
MTH 091S - Developmental Algebra I
MTH 092 - Developmental Algebra II
MTH 100 - Intermediate College Algebra
MTH 110 - Finite Mathematics
MTH 112 - Precalculus Math
MTH 113 - Precalculus Trigonometry
MTH 120 - Calculus and Its Applications
MTH 125S - Calculus I
MTH 126S - Calculus II
MTH 227 - Calculus III
MUS 101 - Music Appreciation
OAD 101 - Beginning Keyboarding
OAD 103 - Intermediate Keyboarding
OAD 110 - Navigating Windows
OAD 125 - Word Processing
PHL 106 - Introduction to Philosophy
PHL 206 - Ethics and Society
PHS 111 - Physical Science
PHS 112 - Physical Science II

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POL 211 - American National Government
POL 220 - State and Local Government
PSY 200 - General Psychology
PSY 210 - Human Growth and Development
PSY 230 - Abnormal Psychology
RDG 085 - Developmental Reading
REL 151 - Survey of the Old Testament
REL 152 - Survey of the New Testament
SPA 101 - Introductory Spanish I
SPA 102 - Introductory Spanish II
SPA 201 - Intermediate Spanish I
SPA 202 - Intermediate Spanish II
SPH 106 - Fundamentals of Oral Communication
SPH 107 - Fundamentals of Public Speaking
THR 120 - Theater Appreciation
Add additional rows if needed.

<u>INFORMATION ITEM J.3:</u>	<u>Snead State Community College (Boaz), New Exempt Off-Campus Site</u>
<u>Staff Presenter:</u>	Mrs. Amy Herrin Brown Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Proposal:</u>	<p>Snead State Community College (SND) plans to offer courses at the following new exempt off-campus site beginning in Fall 2004:</p> <p>Oneonta Instructional Site at The Gym, Oneonta</p>
<u>Discussion:</u>	<p>An official with the Alabama Department of Postsecondary Education has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent.</p> <p>The new exempt off-campus site proposed by SND is exempt from Commission approval by policy because it is a two-year college site located within the institution's State Board approved service area.</p>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">1. Proposal for New Off-Campus site at Oneonta Instructional Site at The Gym, Oneonta, Attached.

Attachment 1

Proposal for New Off-Campus Site at
Oneonta Instructional Site at The Gym

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION	
Institution: Snead State Community College	
Administrator Responsible for Site	
Name & Title: Dr. Greg Chapman, Director of Instruction	
Telephone: 256.593.5120 extension 4111	
Fax: 256.593.7180	
E-Mail: gchapman@snead.edu	
Contact Person at Site If Other Than Administrator Above	
Name & Title: Ms. Lynn Pass, Site Coordinator	
Telephone: 205.625.5060	
Fax: N/A	
E-Mail: N/A	
Location of Proposed Site	
Facility: Oneonta Instructional Site at The Gym	
Street Address: Highway 75 North	
City: Oneonta	
County: Blount	
When will you begin offering instruction at this site?	
Fall 2004	
Type of Site	Check One:
Non-Exempt	
Exempt from Review by Statute	
Fall 1978 registration exceeded 500.	
University operated site prior to 1960.	
Site located on military reservation.	
Business & industry site where employees only are enrolled.	
Exempt from Review by Commission Policy	
Courses delivered via distance learning technology.	
Prison site - courses delivered exclusively to inmates and prison employees.	
High school site exclusively for early admission, accelerated/dual enrollment.	
2-year college site located within SBE approved service area.	X
University site located within home or contiguous counties.	
Note: Follow-up report is not required for individual study courses.	
Certification	
I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.	
Signature of President/Chancellor:	
Date: 3-23-2004	

COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

Courses (Include Number & Title)	
ART 100	Art Appreciation
ART 203	Art History I
ART 204	Art History II
BUS 241	Principles of Accounting I
BUS 242	Principles of Accounting II
BUS 263	Legal/Social Environment of Business
BUS 271	Business Statistics I
BUS 272	Business Statistics II
ECO 231	Principles of Macroeconomics
ECO 232	Principles of Microeconomics
ENG 093	Basic English II
ENG 101	English Composition I
ENG 102	English Composition II
ENG 251	American Literature I
ENG 252	American Literature II
ENG 261	English Literature I
ENG 262	English Literature II
GEO 100	World Regional Geography
HIS 101	Western Civilization I
HIS 102	Western Civilization II
HIS 201	United States History I
HIS 202	United States History II
MTH 091	Developmental Algebra I
MTH 098	Elementary Algebra I
MTH 100	Intermediate College Algebra
MTH 110	Finite Mathematics
MTH 112	Precalculus Algebra
MTH 113	Precalculus Trigonometry
MTH 120	Calculus and Its Applications
MTH 125	Calculus I
MTH 126	Calculus II
MTH 227	Calculus III
MTH 231	Math for Elementary Teachers I
MTH 232	Math for Elementary Teachers II
MTH 265	Elementary Statistics
MUS 101	Music Appreciation
PHL 206	Ethics and Society
POL 200	Introduction to Political Science
POL 211	American National Government
PSY 200	General Psychology
PSY 210	Human Growth and Development
REL 151	Survey of the Old Testament
REL 152	Survey of the New Testament
SOC 200	Introduction to Sociology
SPA 101	Introductory Spanish I
SPA 102	Introductory Spanish II
SPH 106	Fundamentals of Oral Communication
SPH 107	Fundamentals of Public Speaking
THR 120	Theater Appreciation

Add additional rows if needed.

<u>INFORMATION ITEM J.4:</u>	<u>Wallace Community College Dothan, New Exempt Off-Campus Site</u>
<u>Staff Presenter:</u>	Mrs. Amy Herrin Brown Academic Program Review Analyst
<u>Staff Recommendation:</u>	For information only.
<u>Proposal:</u>	<p>Wallace Community College Dothan (WSD) plans to offer courses at the following new exempt off-campus site beginning in Fall 2004:</p> <p>Wallace Community College Center for Economic & Workforce Development, Dothan</p>
<u>Discussion:</u>	<p>An official with the Alabama Department of Postsecondary Education has signed the institutional certification for the proposed site pledging that a) the new site is in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction; and b) the required annual site follow-up reports will be sent.</p> <p>The new exempt off-campus site proposed by WSD is exempt from Commission approval by policy because it is a two-year college site located within the institution's State Board approved service area.</p>
<u>Supporting Documentation:</u>	<ol style="list-style-type: none">1. Proposal for New Off-Campus site at the Wallace Community College Center for Economic & Workforce Development, Dothan, Attached.

Attachment 1

**Proposal for New Off-Campus Site at
Wallace Community College Center for Economic & Workforce Development**

Alabama Commission on Higher Education

PROPOSAL FOR A NEW OFF-CAMPUS SITE

SITE INFORMATION

Institution: Wallace Community College - Dothan

Administrator Responsible for Site

Name & Title: Dr. Kay F. Roney

Telephone: 334-556-2201

Fax: 334-983-3600

E-Mail: kroney@wallace.edu

Contact Person at Site If Other Than Administrator Above

Name & Title: Mr. John R. Fergus

Telephone: 334-556-2455

Fax: 334-983-3600

E-Mail: jfergus@wallace.edu

Location of Proposed Site

Facility: WCC Center for Economic and Workforce Development

Street Address: 5565 Montgomery Highway

City: Dothan AL 36303

County: Dale

When will you begin offering instruction at this site?

Fall Semester 2004

Type of Site

Check One:

Non-Exempt

Exempt from Review by Statute

Fall 1978 registration exceeded 500.

University operated site prior to 1960.

Site located on military reservation.

Business & industry site where employees only are enrolled.

Exempt from Review by Commission Policy

Courses delivered via distance learning technology.

Prison site - courses delivered exclusively to inmates and prison employees.

High school site exclusively for early admission, accelerated/dual enrollment.

2-year college site located within SBE approved service area.

University site located within home or contiguous counties.

X

Note: Follow-up report is not required for individual study courses.

Certification

I hereby certify that if the Commission approves/accepts this proposal, the site will be in full compliance with the Commission's Guidelines for the Regulation of Off-Campus Instruction. The required annual follow-up report will be sent.

Signature of President/Chancellor:

Date: March 24, 2004

COURSE LIST

The institution will develop its schedule at this new site each term from the following list of courses.

[illegible]

Add additional rows if needed.

INFORMATION ITEM K: Implementation of an Approved Program

Staff Presenter: Mrs. Ellen E. Haulman
Staff Associate for Academic Affairs

Staff Recommendation: For information only.

Background: Commission guidelines state that a new program should be implemented in accordance with the timeline presented in the proposal. They further state that any institution having an approved program must notify the Commission in writing when the program is implemented (that is, when the institution has admitted the first student or students into the program). The institution also must notify the Commission in writing if the stated date or academic term of implementation changes. If the program is not implemented within 24 months of the date of approval, regardless of whether the Commission has been notified of the delay, the approval will expire, and the program will be removed from the Commission's Academic Program Inventory. Once an approval has expired, an institution must submit a new program proposal and receive Commission approval of the new proposal in order to offer the program.

Programs Implemented: In accordance with these guidelines, the following institution has sent notification that the program listed has been implemented.

Alabama A&M University

Program: Reading, PhD, CIP 13.1315
Approval date: August 8, 2003
Implementation date: January 2004 (delayed)
Post-implementation report deadline: February 1, 2009

Supporting Documentation: "Guidelines on Implementation of a New Program" adopted by the Commission on October 12, 2001. Available upon request.